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Ministry of Culture and Recreation

Citizens' Inquiry Branch

Hon. Robert Welch
Minister
Robert D. Johnston
Deputy Minister

FOREWORD

It is a pleasure to introduce the '76 - '77 edition of the KWIC Index to the Government of Ontario.

The Index is designed to give individuals, community groups and public servants easier access to Government information and services. Although the format is simple, you will be able to use the directory more effectively if you first take a few minutes to read the section "Tips on Using the KWIC Index".

We are grateful to all the Ministries and agencies who cooperated by supplying information about themselves, and to the many users of KWIC '75 who made suggestions to increase the usefulness of future editions. These suggestions led to the addition of alphabetical page headings and an appendix listing regional and district offices in this edition.

I encourage you, once again, to contact the Citizens' Inquiry Branch (416 965-3535) with comments or suggestions for future editions of the KWIC Index.

Citizens' Inquiry Branch
Ministry of Culture and Recreation
Queen's Park, Toronto
M7A 2R9

Robert Welch

Hon. Robert Welch, Q.C.,
Minister of Culture and Recreation

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TIPS ON USING THE KWIC INDEX

The KWIC (pronounced "quick") Index gets its name from the Key Word In Context computer system on which it is based.

Key Words

To use the KWIC Index effectively, follow these steps:

1) Identify your area of interest: e.g. You want government financial assistance to develop your farm.
2) Select key words which describe your subject or area of interest, or words which may be connected: e.g. loans, grants, farm, subsidies.
3) Look up these words in the Index. After each word is a list of entries, each describing a branch or agency which deals with some aspect of the key word. Read through the entries and decide which one is most likely to deal with your area of interest.
4) If you can't find a key word in the Index, think of synonyms which may be listed.

Each entry under a key word begins with the Ministry and branch, or the agency name. These names are also key words, so you can find out what specific Ministries do by looking them up alphabetically by name. To conserve space, ministry names have been abbreviated. A list of these abbreviations follows.

Telephone Numbers

All telephone numbers given in the body of an entry are in the 416 area code unless otherwise stated.

Acronyms

Acronyms such as OHIP, OECA, are used throughout the Index. A list of these acronyms and their full names appears in Appendix A.

Addresses

To write to any Ontario Government Branch or Agency, address your letter using the branch (agency) name, the ministry, Queen's Park, Toronto; for example, for general

information about admission requirements to Ontario's post secondary institutions, write to:

Information Resources Branch
Ministry of Colleges & Universities
Queen's Park,
Toronto, Ontario.

Regional, District and Field Offices

Many ministries have regional, district or field offices throughout Ontario for easy access to their services. Check Appendix C for the Ministry office near you.

Northern Ontario

The Ministry of Natural Resources' Northern Affairs Branch coordinates government programs in Northern Ontario. When a government service is not available locally, Northern residents are advised to contact their closest Northern Affairs Office (see Appendix C, Ministry of Natural Resources) for Provincial Government assistance or information.

Ministerial Responsibility for Acts

Appendix B lists the Acts administered by each Ministry.

Community Information Centres

Many Ontario communities have community information centres which can give you information on how to contact all levels of government and local social agencies. Check your telephone directory or municipal office for local information centres.

Citizens' Inquiry Branch

If after using the KWIC Index you are still unable to contact a source of information in the Ontario Government, please write or call:

Citizens' Inquiry Branch
Ministry of Culture & Recreation
Queen's Park, Toronto
M7A 2R9
Telephone: 416 965-3535

MINISTRY ABBREVIATIONS

AG & FOOD	Ministry of Agriculture & Food
ATT GEN	Ministry of the Attorney General
CCR	Ministry of Consumer & Commercial Relations
CIV SERV	Civil Service Commission
COLL UNIV	Ministry of Colleges & Universities
COMM SOC	Ministry of Community & Social Services
CORR SERV	Ministry of Correctional Services
CULT & REC	Ministry of Culture & Recreation
EDUC	Ministry of Education
ENERGY	Ministry of Energy
ENV	Ministry of the Environment
GOVT SERV	Ministry of Government Services
HEALTH	Ministry of Health
HOUSING	Ministry of Housing
IND & TOUR	Ministry of Industry & Tourism
LABOUR	Ministry of Labour
NAT RES	Ministry of Natural Resources
REVENUE	Ministry of Revenue
SOL GEN	Ministry of the Solicitor General
TE & IA	Ministry of Treasury, Economics & Intergovernmental Affairs
TR & COMM	Ministry of Transportation & Communications

ABATEMENT

Abatement, see Pollution

ACCIDENTS

416-965-4121

CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

416-965-4150

CCR Elevating Devices Br inspects elevating devices, including ski installations, aerial tramways, golf incline lifts, escalators and moving walks and issues licences for their operation. Approves drawings of new installations and major alterations. Investigates accidents and complaints of unsafe conditions or improper use of these devices.

416-965-6701

CCR Motor Vehicle Accident Claims Fund (MVAC) compensates victims of accidents caused by drivers of uninsured vehicles by administering the Motor Vehicle Accident Claims Act.

416-965-4334

Health Health Promotion Br Health Education Consultants provide information on programs in accidents prevention, smoking and health, physical fitness. See also other sections in Health Health Promotion Br described separately.

416-965-4125

Labour Industrial Safety Br encourages prevention of accidents in Ontario industry, including the logging industry, by inspecting operations, issuing corrective directions, and ensuring the elimination of hazards and the provision of necessary protective devices and safety clothing. The Engineering Section (Tel: 965-4131) certifies drawings of industrial establishments before construction. Contact regional office.

416-965-1328

Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints.

Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

416-248-3488

TR & Comm Systems Research Highway Wayside Equipment Research. The Systems Research & Development Br develops traffic barriers which protect maintenance personnel on highways from hazard of impacting vehicles. Develops illumination design systems, including advance fog warning systems, cable barriers. Monitors highway lighting performance and develops means of reducing roadway accidents occurrence and severity.

416-965-8500

Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

ACCOUNTING

Accounting Branch in each ministry is responsible for general accounting functions including payroll and expense account services, accounts payable, and financial liaison with Management Board, the Provincial Auditor and other government ministries and agencies.

416-965-1159

Ag & Food Accounts Br besides being responsible for the

ministry's accounting function, handles general questions about grants under the farm development program. For a description of accounting function, see first entry under accounting.

416-965-1291

Att Gen Financial Management Br provides the Ministry with these services: development of estimates and budget control (Tel. 965-1291), accounting, including accounts payable (965-4291) and payroll (965-1135); office services, including procurement of assets and supplies (965-2845), central filing, transportation and delivery (965-2989); printing and duplicating (965-2818) and central mailing (965-2980). For further description of functions, see first entries under administrative services, financial management and accounting.

416-965-6483

CCR Financial Management Br supplies the ministry with financial management services, including accounting. For a description of functions, see first entry under financial management.

416-965-5921

Coll Univ Accounts And Admin Services Br performs the accounting (phone: 965-9051) and administrative services (phone: 965-6426) functions for the ministry. Accounting includes processing and distribution of student awards and operating funds for post-secondary institutions, as calculated by the Student Awards and Institutional Accounting branches, respectively. For a description of accounting and administrative service functions, see first entries under accounting and administrative services.

416-965-2371

Comm Soc Accounts Br is responsible for the ministry's accounting functions. For a description of branch activities see first entry under accounting.

416-965-4335

Corr Serv Accounts section is responsible for the ministry's accounting functions. For a description of section activities see the first entry under accounting.

416-965-4832

Cult & Rec Finance Br supplies the ministry with accounting services and financial management. For description of functions see first entries under accounting and financial management.

416-965-2611

Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-6981

Env Financial Services Br administers the distribution of grants under the Pollution Abatement Incentive Act, 1970. Ensures that the treatment process and equipment are eligible for a grant under the Act. Grants are made for equipment installed and made operational before April 1, 1976. Applications for grants are not accepted after June 1, 1976. Also supplies the ministry with financial management and accounting services. For further description of functions, see first entries under financial management and accounting.

416-965-2153

Govt Serv Finance Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

416-965-5053

Health Finance and Accounting Br provides financial information to management; establishes the Ministry's accounting policies and manages its payment systems. The latter encompass payments to hospitals and related facilities, payments for suppliers' goods and services, salaries, and payments under special programs such as Homes for Special Care and Extended Health Care Programs, as well as the Ontario Drug Benefit Program. For a description of accounting function, see first entry under accounting.

416-965-9762

Housing OHC Finance Br supplies the ministry with financial management services. For a description of activities, see first entries under financial management and accounting.

416-965-4303

Ind & Tour Finance & Office Services Br Estimates and Program Analysis Section coordinates multi-year plan and other related submissions. Develops internal financial information systems. Accounts Section (965-5296) is responsible for ministry's accounting services. For description of functions see first entry under accounting. Purchasing Section (965-4311) provides centralized purchasing and internal graphic arts services. Office Services Section (965-4323)

provides general administrative service functions including aircraft and motor vehicle rental, travel reservations, word processing. See also first entry under administrative services. Distribution and Print Shop Section (965-5442) receives, stores and distributes printing material and meets in-house printing needs.

416-965-4148

Labour Finan Management Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

416-965-2761

Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-6606

Revenue Financial Services Br performs the financial service and accounting functions for the ministry. For a description of activities see first entry under accounting.

416-965-4425

Sol Gen Financial Services Br supplies the Ministry with financial services. For a description of functions, see first entries under financial management and accounting.

416-965-4085

TE & IA Accounts & Office Services Br performs the accounting and office support functions for the Ministry of Treasury, Economics and Intergovernmental Affairs, in addition to those of the Ontario Economic Council, Niagara Escarpment Commission, Ontario Land Corporation, Ministry of Energy, Ontario Energy Board, Management Board Secretariat and Civil Service Commission. For a description of functions, see first entries under accounting and administrative services.

416-248-3465

TR & Comm Financial Br supplies the ministry with financial management services. For a description of functions, refer to the first entries under financial management and accounting.

ACOUSTICS

416-965-1173

Env Pollution Control Br Noise Pollution Control Section deals with the control of noise emissions and comments on the relationship between new and existing land use and noise sources. Develops acoustics criteria and standards. Develops, updates and promotes the Model Municipal Noise Control Bylaw for adoption by municipalities and assists in training of noise control officers. Contact regional office.

ACUPUNCTURE

416-965-5887

Health Research Br Grants Program provides health research grants for the following purposes: to support applied and developmental health research (Tel. 965-5889) mainly based at Health Sciences Complexes, including hospitals (principal areas that qualify are operational, epidemiological and developmental research projects involving training or service, as well as acupuncture research); to support innovative and resource developments in the organization and delivery of health service, including evaluation of health care (Tel. 965-5889); to support establishment of community health facilities providing innovative health care, community practice units, and community programs teaching primary ambulatory care to health professionals on team-care approach (Tel 965-5887); to encourage doctors (965-1170) and dentists (965-5036) to set up practices in underserviced areas; and to attract individuals to priority health training programs (965-5887).

ADDICTION RESEARCH FOUNDATION

416-595-6100

Health Addiction Research Foundation (ARF) conducts research and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

ADDICTS

416-595-6100

Health Addiction Research Foundation (ARF) conducts research

and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

ADJUSTERS

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

ADMINISTRATIVE SERVICES

Administrative Services in each ministry include purchasing and supply management, printing and duplicating, mail, transportation services and records management. The Administrative Group in a Ministry acts as liaison with the Ministry of Government Services to coordinate common services such as telephones, accommodation requirements. Financial Management services include accounting (see first entry under Accounting), audit (see first entry under Audit) and other ministry finance functions.

416-965-5961

Ag & Food Admin Services Br supplies the ministry with administrative services including computer systems development and data processing. For further description of functions see first entry under administrative services.

416-965-1291

Att Gen Financial Management Br provides the Ministry with these services: development of estimates and budget control (Tel. 965-1291), accounting, including accounts payable (965-4291) and payroll (965-1135); office services, including procurement of assets and supplies (965-2845), central filing, transportation and delivery (965-2989); printing and

duplicating (965-2818) and central mailing (965-2980). For further description of functions, see first entries under administrative services, financial management and accounting.

416-965-2796

CCR Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

416-965-5921

Coll Univ Accounts And Admin Services Br performs the accounting (phone: 965-9051) and administrative services (phone: 965-6426) functions for the ministry. Accounting includes processing and distribution of student awards and operating funds for post-secondary institutions, as calculated by the Student Awards and Institutional Accounting branches, respectively. For a description of accounting and administrative service functions, see first entries under accounting and administrative services.

416-965-5006

Comm Soc Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

416-965-5905

Corr Serv Administration And Finance division supplies the ministry with financial management (phone: 965-5905) and administrative services. For a further description of functions, see first entry under financial management. The Administrative Service Branch (phone: 965-5811) acts as liaison with the Ministry of Government Services to provide field office accommodation; supplies institution offices with financial and administrative advice. Other normal administrative services are provided by Corr Serv Central Facilities Services Branch (phone: 965-5263), which is described separately.

416-965-5263

Corr Serv Central Facilities Services coordinates purchasing, inventory control and minor construction, renovations and maintenance in existing ministry offices, correctional institutions, forestry camps and training schools. Office Services Section (phone: 965-2071) provides mail and messenger, stationery and printed forms stores, and duplicating services for the ministry. See first entry under administrative services for further description of this function.

416-965-1237
Cult & Rec Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

416-965-2308
Educ Management Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services. Maintains micro files on teachers, records and forms management, administrative systems, word processing centre, warehouse and distribution centres.

416-965-6961
Env Administrative Services Br, in addition to the usual administrative services functions (see first entry under administrative services for description), provides a broad range of support services to ministry programs. These include inventory and fixed asset control, editing and coordination of manual, systems and EDP planning and operation. In Toronto, its library at 135 St. Clair Ave West (965-7978), and another at Resources Road (248-3048), are open to the public.

416-965-9125
Govt Serv Administrative Services supplies the ministry with administrative services. For a description of functions, see first entry under administrative services.

416-965-5051
Health Supply And Services Br provides administrative support services for the ministry and liaises in related activities with other ministries. Three areas of responsibility are: Supply Area (Tel. 965-3550) handles provision of goods and services such as central stationery and publications stores, government pharmacy warehouses, central purchasing, transport service. Records and Common Services Area (965-2850) provides micro-records including micro-filming of Health Insurance transactions, central registry of files, mail and messenger service, records and forms management, reproduction for photocopy requirements. Accommodation and Maintenance Area (965-2431) provides accommodation requirements and support services such as motor vehicle and liability insurance, procurement of licences. Operates a library for use by staff. For general description of administrative service functions, see first entry under administrative services.

416-965-9713
Housing OHC Office Services Br supplies the Ministry of

Housing, Ontario Housing Corporation and Ontario Mortgage Corporation with administrative services. For a description of functions see first entry under administrative services.

416-965-4303

Ind & Tour Finance & Office Services Br Estimates and Program Analysis Section coordinates multi-year plan and other related submissions. Develops internal financial information systems. Accounts Section (965-5296) is responsible for ministry's accounting services. For description of functions see first entry under accounting. Purchasing Section (965-4311) provides centralized purchasing and internal graphic arts services. Office Services Section (965-4323) provides general administrative service functions including aircraft and motor vehicle rental, travel reservations, word processing. See also first entry under administrative services. Distribution and Print Shop Section (965-5442) receives, stores and distributes printing material and meets in-house printing needs.

416-965-6115

Labour Admin Operations Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

416-965-9489

Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

416-965-5134

Nat Res Administrative Services Br, besides the usual administrative services functions, serves the public through these units: Aerial Photo Unit (965-1123) which provides aerial photographs; Map Unit (965-6511) which provides topographical and geographical maps. Mines publications are also available (965-1348). For a description of administrative service functions, see first entry under administrative services.

416-965-2907
Revenue Administrative Services Br provides the Ministry of Revenue with administrative service functions. For a description of activities, see first entry under administrative services.

416-965-4085
TE & IA Accounts & Office Services Br performs the accounting and office support functions for the Ministry of Treasury, Economics and Intergovernmental Affairs, in addition to those of the Ontario Economic Council, Niagara Escarpment Commission, Ontario Land Corporation, Ministry of Energy, Ontario Energy Board, Management Board Secretariat and Civil Service Commission. For a description of functions, see first entries under accounting and administrative services.

416-965-3518
TE & IA Administration Program, in addition to providing overall direction and coordination for the Ministry of Treasury, Economics and Intergovernmental Affairs in the areas of resource allocation and planning, internal ministry policies and procedures, etc. and common support services, provides full administrative services to the following: Ministry of Energy, the Ontario Energy Board, the Niagara Escarpment Commission, the Ontario Economic Council and the Ontario Land Corporation, & except for personnel services, to the Civil Service Commission and to Management Board. Branches in the Administration Program are described separately.

416-248-3178
TR & Comm Supply and Services Br provides the Ministry with a variety of services. Tenders Office (248-3651) advertises and supplies information on construction and supply contracts and conducts public tender openings. Purchasing & Supply Office (248-3361) purchases and disposes of all motor vehicles used by the Ontario government; purchases construction, maintenance and operating supplies and equipment. Supply Services Office (248-3853) operates a central garage service, instruments repair service; maintains control of movable assets. Special Services Office (248-3364) provides the usual administrative services, including accommodation design and control, office furnishings; establishes sites for and inspects freeway service centres. Records Services Office (248-3531) maintains a reference library related to ministry programs; prepares manuals, publications, maps and photographs for ministry and public distribution; performs records management function. Graphic Services Office (248-3557) provides art,

display, reproduction facilities.

ADOLESCENTS

Adolescents, see also Juveniles, Youth

416-965-8067

Health Children's Mental Health Services Br, administering the Children's Mental Health Centres Act, authorizes the establishment, licensing, funding and setting of standards of facilities for centres that treat children and adolescents who are emotionally disturbed or suffer from mental disorder. Included in these residential or non-residential centres all over Ontario is the Four-Phase Service System, a network of independent programs serving severely disturbed teenagers from the Metro Toronto area. The branch also funds several out-patient clinics in general hospitals, and two Regional Centres at Ottawa and Sudbury which do not fall under the Act.

ADOPTIONS

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's

Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

ADULT EDUCATION

416-965-2720

Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

ADULT TRAINING CENTRES

Adult Training Centres, see Correctional Institutions

ADVERTISING

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-6471

CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit.

Contact Queen's Park or regional offices.

416-965-4654

CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

416-421-2462

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

AERIAL PHOTOGRAPHS

416-965-5134

Nat Res Administrative Services Br, besides the usual administrative services functions, serves the public through these units: Aerial Photo Unit (965-1123) which provides aerial photographs; Map Unit (965-6511) which provides topographical and geographical maps. Mines publications are also available (965-1348). For a description of administrative service functions, see first entry under administrative services.

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

AFFIDAVITS

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

AG & FOOD ACCOUNTS BR **416-965-1159**

Ag & Food Accounts Br besides being responsible for the ministry's accounting function, handles general questions about grants under the farm development program. For a description of accounting function, see first entry under accounting.

AG & FOOD ADMIN SERVICES BR **416-965-5961**

Ag & Food Admin Services Br supplies the ministry with administrative services including computer systems development and data processing. For further description of functions see first entry under administrative services.

AG & FOOD AGRICULTURAL AND HORTICULTURAL **416-965-1091**

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

AG & FOOD AGRICULTURAL MANPOWER SERVICES **416-965-6149**

Ag & Food Agricultural Manpower Services Br assists Ontario farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

AG & FOOD AGRICULTURAL RESEARCH **416-824-4120**
Ag & Food Agricultural Research Institute of Ontario inquires into research programmes on agriculture, veterinary medicine and household science. Stimulates interest in agricultural research as a means of developing efficiency in the production and marketing of agricultural products in Ontario. Research stations are in Guelph, Ontario; laboratories at the University of Guelph. In Toronto, contact 965-6695.

AG & FOOD AUDIT SERVICES BR **416-965-3241**
Ag & Food Audit Services Br is responsible for the Ministry's audit function. For a description of the function see first entry under audit. Also assists management by reviewing specific areas of concern and making recommendations for improvement.

AG & FOOD COLLEGES
Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph (519-824-4120).

AG & FOOD ECONOMICS BR **416-965-1064**
Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

AG & FOOD EXTENSION BR **416-965-1241**
Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

AG & FOOD FARM PRODUCTS INSPECTION BR **416-965-1058**
Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato

seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

AG & FOOD FARM PRODUCTS MARKETING BOARD **416-965-2124**
Ag & Food Farm Products Marketing Board administers the Farm Products Marketing Act which provides for the regulation of forty food commodities regulated under twenty marketing plans. Each marketing plan is administered by a producer marketing board. Questions regarding specific commodity plans may be directed to the secretary of each board.

AG & FOOD FOODLAND DEVELOPMENT BR **416-965-9433**
Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide financial assistance to improve productivity of agricultural land.

AG & FOOD HOME ECONOMICS BR **416-965-1421**
Ag & Food Home Economics Br trains women and girls in home economics; discovers, stimulates and develops local leaders; provides educational programs for Federated Women's Institutes of Ontario and other rural organizations.

AG & FOOD HORTICULTURAL RESEARCH **416-562-4141**
Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

AG & FOOD INFORMATION BR **416-965-1056**
Ag & Food Information Br is the information service for the Ministry of Agriculture and Food. For a description of activities see first entry under Information Service.

AG & FOOD LEGAL BR **416-965-6805**
Ag & Food Legal Br provides legal services for the Ministry of Agriculture and Food. For a description of branch activities, see first entry under legal services.

AG & FOOD LIVESTOCK BR **416-965-5971**
Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

AG & FOOD MILK COMMISSION OF ONTARIO **416-965-3107**
Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

AG & FOOD MILK INDUSTRY BR **416-965-2411**
Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

AG & FOOD ONTARIO AGRICULTURAL MUSEUM **416-878-8151**
Ag & Food Ontario Agricultural Museum in Milton, Ontario, is being developed under the Ontario Agricultural Museum Act to house and display historic tools, implements and artifacts associated with Ontario agriculture. Its first exhibition hall will be open to the public in 1976. Tours can be arranged.

AG & FOOD ONTARIO CROP INSURANCE **416-965-1811**
Ag & Food Ontario Crop Insurance Commission makes available to farmers a crop insurance plan for all commercial insurance crops. Contact regional Ontario Crop Insurance Commission office.

AG & FOOD ONTARIO FOOD COUNCIL **416-965-7701**
Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

AG & FOOD ONTARIO STOCK YARDS BOARD **416-767-1163**
Ag & Food Ontario Stock Yards Board operates under the federal Livestock & Livestock Producers' Act because of interprovincial trade. Some of the duties of the Ontario Stock Yards Board are to provide facilities for the weighing of livestock and supervising all scale operations. Sales agencies operating in the yard are licensed by the board to act as representatives in the selling of livestock.

AG & FOOD PERSONNEL BR **416-965-7452**
Ag & Food Personnel Br performs the personnel functions for the Ministry of Agriculture and Food. For a description of branch activities, see first entry under personnel.

AG & FOOD PROGRAM ANALYSIS **416-965-7571**
Ag & Food Program Analysis coordinates ministry's multi-year program planning, budget preparation and assists in determining program goals.

AG & FOOD PROVINCIAL PESTICIDE **416-824-4120**
Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

AG & FOOD RURAL DEVELOPMENT BR **416-965-7661**
Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

AG & FOOD SOILS AND CROPS BR **416-965-1081**
Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

AG & FOOD VETERINARY SERV BR LABORATORY **416-965-5841**
Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

AG & FOOD VETERINARY SERV BR MEAT INSPECTION **416-965-5841**
Ag & Food Veterinary Serv Br Meat Inspection Section issues licences and inspects slaughtering plants except those registered under the Meat Inspection Act (Canada), and those engaged solely in slaughtering animals exempted by regulations under the Act.

AG & FOOD VETERINARY SERV BR REGULATORY **416-965-5841**
Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

AG REPS
416-965-1241
Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to

manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

AGED

Aged, see Senior Citizens, also Gerontology

AGENCY OF RECORD

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

AGRICULTURAL RESEARCH

416-824-4120

Ag & Food Agricultural Research Institute of Ontario inquires into research programmes on agriculture, veterinary medicine and household science. Stimulates interest in agricultural research as a means of developing efficiency in the production and marketing of agricultural products in Ontario. Research stations are in Guelph, Ontario; laboratories at the University of Guelph. In Toronto, contact 965-6695.

Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph (519-824-4120).

AGRICULTURAL SOCIETIES

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for

exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

AGRICULTURE

Agriculture, see Ag & Food and Branch Name

AIR

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-5778

Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-2214

Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-965-5115

Env Regional Operations Division (B) delivers ministry

services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-7161

Labour Construction Safety Br is concerned with the safety of employees on construction of buildings and on streets, sewers, watermains, underground work and work under compressed air. The branch sets and ensures safety standards in the province and provides educational, consultative and research services on construction safety. Contact regional office.

AIRCRAFT

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

AIRPORTS

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

ALCOHOL

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

416-965-4654

CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

416-595-6100

Health Addiction Research Foundation (ARF) conducts research and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

416-965-8045

Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements

and monitors new and existing programs and establishes related standards and guidelines.

ALCOHOLICS

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-595-6100

Health Addiction Research Foundation (ARF) conducts research and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

ALE

Ale, see Beer

ALGONQUIN FOREST AUTHORITY

705-789-9647

Nat Res Algonquin Forest Authority in Huntsville, Ontario, is a Crown corporation responsible for harvesting timber in Algonquin Provincial Park. The Algonquin Forest Authority operates under volume agreement with the Ministry of Natural Resources.

AMBULANCE

416-965-8034

Health Ambulance Services Br, administering the Ambulance Act, has general supervision over, and dispenses funds to, licensed public ambulance services in Ontario. Provides Ontario Health Insurance Plan approval and guidance regarding

air transfers and coordinates air ambulance transfers. Operates the Ontario Ambulance Services Information System (OASIS). The branch does not accept requests for emergency ambulance service, other than air transfers. If ambulance service is required, consult inside cover of local telephone book or dial '0' for operator.

AMENDMENT

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

ANIMAL SHELTERS

Animal Shelters, see Pounds

ANIMALS

Animals, see also Livestock, also Wildlife

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-965-5841

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416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service

to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-832-2261

Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

ANTI-INFLATION

416-965-2999

TE & IA Economic Policy Br researches and advises the Ministry on medium and long term socio-economic policies and strategies. Studies foreign ownership, foreign trade policy, Competition Act, housing, energy, and anti-inflation programs.

ANTIVENIN

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094

Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

APPEAL

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

416-965-1912

Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and

other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-923-1199

CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

416-965-1410

Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the

request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-2531

Env Pesticides Appeal Board provides a mechanism of appeal to persons affected by decisions of the Ministry of the Environment regarding the use of pesticides, in accordance with the Pesticides Act, 1973.

416-965-2097

Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be referred to the Pension Commission of Ontario (965-2961).

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

416-965-1826

Nat Res Mining and Lands Commissioner exercises administrative and judicial duties under The Mining Act, The

Mining Tax Act 1972 and The Beach Protection Act and such duties of the Minister of Natural Resources as are assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture and dispute and appeal hearings. Contact Queen's Park or regional offices.

APPRENTICESHIP

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

APPROVED HOMES

Approved Homes, see also Homes for Special Care

416-965-6231

Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and

which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

ARBITRATION

416-965-6094

Labour Industrial Relations Division activities are directed towards the promotion and maintenance of labour harmony. Within the division, Conciliation and Mediation Services and the Labour-Management Arbitration Commission are concerned with labour-management relations, assistance in settling disputes, and arbitration of grievances. Functions of these offices are described separately. See Labour & Branch Name.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

416-965-5669

Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

ARCHAEOLOGICAL

416-965-2336

Cult & Rec Conservation Review Board holds hearings arising out of owners' objection to municipal designation of property as historically or architecturally significant. The

Conservation Review Board reports its opinion to the municipal council. Hearings are also held where Minister proposes to refuse issuance of archaeological licence, or designates property as an archaeological or historic site.

416-965-5727

Cult & Rec Heritage Trusts Br supports the acquisition by the Ontario Heritage Foundation, through donation or purchase, of buildings of historic or architectural value. Acquires, usually by donation, parkland of scenic, recreational or archaeological interest. Acts as official recipient of gifts of works of art to the province. Following acquisition, arrangements are made for restoration or conservation where necessary, as well as for custody, use or display.

416-965-4490

Cult & Rec Historical Planning And Research Br provides historical research and archaeological information needed in the planning and development of Ontario government programs. Provides the Ontario Heritage Foundation with professional archaeological assistance. Answers inquiries about archaeological licences.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

ARCHIVES

416-965-4030

Cult & Rec Archives Of Ontario acquires significant unpublished documents to preserve Ontario's historical heritage and to retain information of long-term operational value to government ministries. Obtains from Ontario government agencies, through statutory control, important non-current records, and from other sources, through donation or purchase, any important manuscripts, maps, pictures, early newspapers, etc. dealing with Ontario history. Operates a public reading room for those doing historical, legal or other research. The Archives welcomes information on the location of historical material.

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-928-3690

Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

ARDA

416-965-7661

Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

ART

Art, see Arts

ART GALLERY

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-965-6256
Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-893-1121
Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

ART RENTAL

416-361-0414
Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

ARTICLES OF AMENDMENT
Articles of Amendment, see Amendment

ARTICLES OF INCORPORATION
Articles of Incorporation, see Incorporation

ARTIFICIAL LIMBS
Artificial Limbs, see Prosthetic

ARTISTS
Artists, see also Arts

416-893-1121
Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are

works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

ARTS

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and

non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-595-5281

Cult & Rec CJRT-FM provides increased educational opportunities for the citizens of the province of Ontario by offering programming for credit courses in educational institutions as well as programming designed to provide a better understanding and appreciation of such fields of interest as the arts, music, literature and history. The program content, other than the open sector programming, consists of non-commercial programming of musical offerings.

416-965-6256

Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

416-965-0142

Cult & Rec Cultural Olympic Coordinating Office (COCO) is responsible for stimulating arts activities in conjunction with the 1976 Summer Olympics. Works with the Ontario Folk Arts Council and other groups. Grants are available for special Olympic-oriented events. Contact regional offices or main office.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups,

and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

416-965-6763
Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

ASPHALT

416-248-3661
TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3684
TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

ASSESSMENT

416-965-7574
Att Gen Assessment Review Court hears complaints against realty and business assessment based on real property valuation for municipal tax purposes. For further information on real property assessment, see Revenue Assessment Field Operations Branch listed in this index. Contact Municipal Office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Court.

416-965-1912
Att Gen Ontario Municipal Board performs a quasi-judicial

function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-1559
Nat Res Mine Tax Assessment issues annual assessment (tax) notices to Ontario mining companies on the basis of profit. Administers the Mining Tax Act.

416-965-1681
Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

416-965-5189
Revenue Assessment Standards Br. The Ministry of Revenue, under the Assessment Act, assesses the value of real property in Ontario, which assessment local governments use as basis for property taxation. The Assessment Standards Branch: develops, maintains and implements valuation methods; standardizes valuation procedures; provides training of assessment personnel. (Tel. 965-3905). Conducts related technical research (965-3305).

ASSETS DISPOSAL

416-965-6937
Govt Serv Supply Administration Br provides a government-wide purchasing service, including development of specifications and standards. Develops Collective Purchasing Arrangements for commodities commonly used by Ontario Government ministries and agencies. In addition to purchasing the requirements of the Ministry of Government Services, the branch purchases furniture and all other furnishings for other ministries and other items required for the initial outfitting of new facilities. Operates the Public Tenders

Office to receive tenders for government contracts. Maintains suppliers lists by vendor and commodity, and a vendors catalogue library. Controls and directs government assets disposal.

ASSIGNMENT OF BOOK DEBTS

416-965-7655

CCR Property Rights Personal Property Registration Branch provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

ATHLETES

416-844-8171

Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario

to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

ATHLETICS COMMISSIONER

416-965-4173

Cult & Rec Office Of Athletics Commissioner encourages amateur sport by donating equipment to minor sports groups and giving awards to winners of Ontario championships. The Athletics Commissioner supervises amateur and professional boxing and professional wrestling. Licenses professional boxers and wrestlers.

ATT GEN ASSESSMENT REVIEW COURT **416-965-7574**

Att Gen Assessment Review Court hears complaints against realty and business assessment based on real property valuation for municipal tax purposes. For further information on real property assessment, see Revenue Assessment Field Operations Branch listed in this index. Contact Municipal Office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Court.

ATT GEN BOARD OF NEGOTIATION **416-965-2867**

Att Gen Board of Negotiation may act as a mediator to negotiate a settlement when property is expropriated and no agreement can be reached on compensation for the expropriation. Either the property owner or the expropriating authority can request the services of the Board of Negotiation.

ATT GEN CIVIL LITIGATION & LEGAL ADVISORY **416-965-2831**

Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

ATT GEN COUNTY COURT CLERK **416-965-7351**

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental

Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

ATT GEN CRIMINAL APPEALS & SPECIAL PROSECUTIONS

Att Gen Criminal Appeals & Special Prosecutions Branch under the Crown Law Office, is responsible for the preparation and trial of all Criminal Appeals arising in the province, whether the Crown is the Respondent or the Appellant. Conducts special prosecutions undertaken at the direction of the Attorney General and/or Deputy Attorney General. The branch deals solely with the Defence Bar, the Police, Crown Attorneys, and does not deal with the public.

ATT GEN CRIMINAL INJURIES COMPENSATION BOARD 416-965-4755

Att Gen Criminal Injuries Compensation Board provides compensation to victims who have received physical injury as the result of an unprovoked crime of violence, or to the dependants of an innocent victim of a fatal occurrence. The Criminal Injuries Compensation Board also awards compensation to police and others taking part in law enforcement.

ATT GEN CROWN ATTORNEYS 416-965-2834

Att Gen Crown Attorneys System supervises Crown Attorneys in the 47 Districts and Counties throughout Ontario. Provides consultation with Crown Attorneys with respect to particular criminal matters. Responsible for hiring Crown staff. Consults with other ministries on administrative matters, e.g. Crown Attorneys' office accommodation, etc.

ATT GEN CROWN ATTORNEYS' OFFICE 416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

ATT GEN FINANCIAL MANAGEMENT BR **416-965-1291**

Att Gen Financial Management Br provides the Ministry with these services: development of estimates and budget control (Tel. 965-1291), accounting, including accounts payable (965-4291) and payroll (965-1135); office services, including procurement of assets and supplies (965-2845), central filing, transportation and delivery (965-2989); printing and duplicating (965-2818) and central mailing (965-2980). For further description of functions, see first entries under administrative services, financial management and accounting.

ATT GEN INSPECTOR OF LEGAL OFFICES **416-965-2881**

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

ATT GEN LAND COMPENSATION BOARD **416-965-1012**

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

ATT GEN LEGISLATIVE COUNSEL SERVICES **416-965-2841**

Att Gen Legislative Counsel Services provides legislative advisory services to every Member of Provincial Parliament (MPP), government Ministers and Ministries. The Legislative Counsel Services is responsible for the drafting of bills and regulations, and for the preparation of annual statute books and the filing and publishing of regulations. For information on regulations, contact 965-2854.

ATT GEN MANAGEMENT AUDIT BR **416-965-4223**

Att Gen Management Audit Br is responsible for the Ministry's audit functions. For a description of activities, see the first entry under audit.

ATT GEN MANAGEMENT INFORMATION SYSTEM BR **416-965-9417**
Att Gen Management Information System Br, Courts Administration Program, provides information on the activities of courts in Ontario to Ministry staff and interested groups. Collects data through manual and computerized systems. The manual system collects aggregate information on activity in the Sheriffs Offices in the Supreme, County, Surrogate and Provincial Courts. The computerized system is a case flow system for criminal cases.

ATT GEN OFFICIAL GUARDIAN **416-965-1865**
Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's jurisdiction is province-wide.

ATT GEN ONTARIO LAW REFORM COMMISSION **416-965-4761**
Att Gen Ontario Law Reform Commission inquires into any matters relating to law reform, the administration of justice, judicial and quasi-judicial procedures. The Ontario Law Reform Commission conducts legal research to carry out these functions.

ATT GEN ONTARIO MUNICIPAL BOARD **416-965-1912**
Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

ATT GEN PERSONNEL MANAGEMENT BR **416-965-2552**
Att Gen Personnel Management Br performs the personnel functions for the Ministry of the Attorney General. For a description of branch activities, see first entry under personnel.

ATT GEN POLICY DEVELOPMENT DIV **416-965-6618**
Att Gen Policy Development Div Planning and Evaluation Br provides supportive assistance and advice to the Ministry to promote optimal allocation and utilization of manpower and space resources in the various programs and activities.

ATT GEN PROVINCIAL COURTS FAMILY DIV **416-427-5170**

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

ATT GEN PUBLIC TRUSTEE **416-362-1331**

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

ATT GEN REFEREE OF THE SMALL CLAIMS COURTS **416-965-5591**

Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

ATT GEN SUPREME COURT OF ONTARIO **416-363-4101**

Att Gen Supreme Court of Ontario answers general questions on court procedure and the status of actions before the court on personal attendance only. There is a local office of the Supreme Court of Ontario in every county. The central office in Toronto handles all actions which commence in the Judicial

District of York. The divisional Court and Court of Appeals Offices are also at Toronto. Copies of divorce papers are available from the Registrar of the Supreme Court Office where divorce action was originated. If originated in the Judicial District of York, contact 965-5563. Questions about legal rights and advice should be referred to a lawyer.

ATT GEN SURROGATE COURT **416-965-7314**

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

ATT GEN SYSTEMS DEVELOPMENT BR **416-965-7502**

Att Gen Systems Development Br, Programs and Administrative Division, provides the Ministry with a resource of personnel skilled in various management techniques. Provides analysis and design of systems, applying some of these to computer operations, to realize adequate and less costly administration of justice. One such system is the County of York Court Loading and Operation System (CYCLOPS II) which is a loading and scheduling system for minor traffic courts in this Judicial District, combined with complete administrative control over the Summons Office and the Court Offices. Sub-functions of this program include the North York traffic tribunal system and the driver licence suspension system. The Branch provides flowcharts of the activities of the courts; namely, the civil process, criminal proceedings and family court functions. These charts are used in the Bar admission course and by universities, colleges and high schools.

AUDIT

Audit Branch in each ministry is responsible for its audit functions which include review and appraisal of ministry accounting, financial and operational controls.

416-965-3241

Ag & Food Audit Services Br is responsible for the Ministry's audit function. For a description of the function see first entry under audit. Also assists management by reviewing specific areas of concern and making recommendations for improvement.

416-965-4223
Att Gen Management Audit Br is responsible for the Ministry's audit functions. For a description of activities, see the first entry under audit.

416-965-5543
CCR Internal Audit is responsible for the ministry's audit function. For a description of the function see first entry under audit.

416-965-3236
Coll Univ Internal Audit Services Br is responsible for the ministry's audit function. For a description of the function see the first entry under audit.

416-965-5214
Comm Soc Audit Services Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

416-965-5611
Corr Serv Internal Audit Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

416-965-9941
Cult & Rec Internal Audit is responsible for the ministry's audit function. For a description of functions see first entry under audit.

416-965-2611
Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-6978
Env Internal Audit Br is responsible for the ministry's audit function. For a description of the function see the first entry under audit.

416-965-4805
Govt Serv Audit Br is responsible for the ministry's audit function. For a description of the function see first entry under audit.

416-965-4338
Health Audit Services Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

416-965-9898
Housing Audit Operations Br is responsible for the ministry's audit function. For a description of the function see first entry under audit.

416-965-4510
Ind & Tour Operations Review Section is responsible for the ministry's audit function. For a description of the function, see the first entry under audit.

416-965-2761
Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-5275
Revenue Audit Services Br is responsible for the Ministry's audit function. For a description of the function, see the first entry under audit.

416-965-5020
Sol Gen Internal Auditor is responsible for the Ministry's internal audit function. For a description of activities, see first entry under audit.

416-965-5123
TE & IA Internal Audit Services Br provides an internal audit capacity within the ministry to reinforce post-audit requirements and promote safekeeping of public funds and property entrusted to the ministry. For a description of functions, see first entry under audit.

416-248-3366
TR & Comm Internal Audit Br performs the usual audit functions for the Ministry as described in the first entry under audit. In addition, the branch analyzes Ministry claims negotiations and advises on settlements. The Branch audits Ministry electronic data processing systems; audits design drawings and tender documents prior to awarding of contracts; audits payment records on Ministry and Ministry-subsidized contracts. Also audits contractors and

suppliers records; and audits municipal records to ensure that subsidies are spent as approved.

AUTOMOBILE

Automobile, see Vehicles

AUTOPSIES

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

416-965-1554

Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

AVIATION

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode

studies are made where route location is a consideration.

BAIL

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

BAILIFFS

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public,

Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-2513

CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

BANKING

416-965-5273

TE & IA Financial Information & Accounting Policy Branch is responsible for public reporting of government financial information. Produces Public Accounts annually for Legislature and the public. Operates Consolidated Revenue Fund accounting systems and budget monitoring system serving provincial ministries and agencies. Accounting Research and Policy Development Section (965-1731) serves ministries and agencies on development of financial information system and financial information and accounting policy development. Maintains financial administration policy liaison with Management Board and banking policy liaison with the banking community.

BASINS

416-965-4590

Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

BEACH

416-965-1826

Nat Res Mining and Lands Commissioner exercises administrative and judicial duties under The Mining Act, The Mining Tax Act 1972 and The Beach Protection Act and such duties of the Minister of Natural Resources as are assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture and dispute and appeal hearings. Contact Queen's Park or regional offices.

BEER

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

BELL CANADA

416-248-3736

TR & Comm Common Carriers Br ensures that Ontario customers receive efficient telecommunications service. This involves provincial comment on Bell Canada and Canadian National & Canadian Pacific rate applications. The Branch does not regulate Bell Canada and CN-CP, but investigates customer complaints regarding their service. Represents Ontario in the Federal telecommunications cost inquiry. Responsible for long range impact studies on computer communications, systems and terminal interconnection and on the independent telephone industry.

BICYCLES

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

BILINGUAL

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

416-965-3865

Management Board Coordinator on Bilingualism coordinates the government's policy on bilingualism, that is, English and French bilingual language services to the public.

BILLS

416-965-2841

Att Gen Legislative Counsel Services provides legislative advisory services to every Member of Provincial Parliament (MPP), government Ministers and Ministries. The Legislative Counsel Services is responsible for the drafting of bills and regulations, and for the preparation of annual statute books and the filing and publishing of regulations. For information on regulations, contact 965-2854.

416-965-1406

Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is responsible for procedure and the daily publication of the

Order Paper and Votes and Proceedings, the official record of the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

BINGOS

416-965-5181

CCR Lotteries Br issues licences, supervises and controls all lottery operators in Ontario. These include bingos, raffles, and games of chance operated within the Criminal Code of Canada. Copies of the regulations are available from the branch on request.

BIRTHS

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

BLIND

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior

citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-9337

Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

416-965-8470

Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial '0' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is

available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

BLUEBOOK

416-965-1671

TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

BOARD OF EDUCATION

Board of Education, see School Boards

BOARD OF NEGOTIATION

416-965-2867

Att Gen Board of Negotiation may act as a mediator to negotiate a settlement when property is expropriated and no agreement can be reached on compensation for the expropriation. Either the property owner or the expropriating authority can request the services of the Board of Negotiation.

BOATING

416-965-6967

Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

BOATS

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-6896

Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

BODIES

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

BOILERS

416-965-4121

CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding

procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

BONDS

416-965-5431

CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-2914

TE &IA Finance Management Br issues and retires Province Ontario debt securities (debentures, bonds) and treasury bills. Manages principal cash resources. Monitors provincial income and expenditure cash flow.

416-965-6691

TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

BOOK PUBLISHING

Book Publishing, see Publishing

BOOKSTORE

Bookstore, see Ontario Government Bookstore

BORROWING

416-965-6471

CCR Consumer Protection Bureau promotes consumer education

and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

416-965-6691

TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

BOTANY

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

BOUNDARY LINES

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

BOXING

416-965-4173

Cult & Rec Office Of Athletics Commissioner encourages amateur sport by donating equipment to minor sports groups and giving awards to winners of Ontario championships. The Athletics Commissioner supervises amateur and professional boxing and professional wrestling. Licenses professional boxers and wrestlers.

BRIDGES

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

416-248-3492

TR & Comm Structural Office, Engineering Services Branch designs bridges and retaining walls on highways and prepares plans and contract documents for their construction. Reviews proposed designs of municipal bridges and culverts and inspects them to determine safe loads, maintenance needs and structure life. Recommends enactment of muncipal load limit bylaws. Generates and maintains structural standards, structural manuals and handbooks and design aids.

BROADCASTING

Broadcasting, see also Radio, Television

416-484-2600

Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

416-248-3711

TR & Comm Policy Development Br develops Ontario government policy in the communications field. Activities include: development of broadcasting and cable policy (248-3961); interventions before the Canadian Radio-Television Commission to express Ontario policy, and intergovernmental contact with other provincial and federal agencies (248-3731); communications research. To the extent possible, the branch acts upon customer complaints regarding cable television service (248-3961). Maintains liaison with broadcasting and cable industries. Has a data bank of information on people served by broadcasting and cable firms, television viewing

habits, citizens' perceptions on communications issues (248-3731).

BROKERS

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

416-965-2504
CCR Real Estate And Business Brokers Act ensures protection of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

416-965-2513
CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

416-965-4247
CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

BRUCELLOSIS

416-965-5841
Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and

animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

BUDGET

416-965-5273

TE & IA Financial Information & Accounting Policy Branch is responsible for public reporting of government financial information. Produces Public Accounts annually for Legislature and the public. Operates Consolidated Revenue Fund accounting systems and budget monitoring system serving provincial ministries and agencies. Accounting Research and Policy Development Section (965-1731) serves ministries and agencies on development of financial information system and financial information and accounting policy development. Maintains financial administration policy liaison with Management Board and banking policy liaison with the banking community.

416-965-3505

TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional

Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

416-965-4746

TE & IA Taxation and Fiscal Policy Br coordinates preparation of provincial budget. Researches and develops tax and fiscal policy alternatives for government. Negotiates and coordinates federal-provincial fiscal relations and intergovernmental tax policy.

BUILDING CODE

416-965-5881

CCR Building Code Br is developing a fire and building code for Ontario to minimize building, health and fire hazards. Advises municipalities on matters pertaining to building by-laws, which are a local, not provincial, responsibility. Maintains the Ontario Plumbing code.

BURIAL GROUNDS

Burial Grounds, see Cemeteries

BURIALS

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

BURSARIES

Bursaries, see also Ontario Special Bursary

416-965-2609

Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and

inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

BUS

416-965-6663

TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-965-2217

TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

BUSINESS

Business, see also Corporations, Industry

416-965-7574

Att Gen Assessment Review Court hears complaints against realty and business assessment based on real property valuation for municipal tax purposes. For further information on real property assessment, see Revenue Assessment Field Operations Branch listed in this index. Contact Municipal Office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Court.

416-965-1012

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance

damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-7581

CCR Companies Services Br Partnerships Registration Section deals with registration of partnerships and limited partnerships, and proprietorships. Also registers dissolution of these and conducts public searches of

documents relating to business ventures.

416-965-5431
CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-1662
CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-2187
Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to ensure economy in government forms. Publishes guide to records retention requirements for business and industry. Handles government training on all aspects of records management.

416-965-4236
Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also other sections in Health Community Health Protection Br described separately.

416-965-5715
Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and

international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-4392

Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and economic data on Ontario manufacturing: to Industrial Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

416-965-2581

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-965-4566

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and

forms control and central filing. Library Services Section (965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

416-965-5715

Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-9380

Ind & Tour Small Business Operations Div B. The Small Business Operations Div maintains staff throughout Regional Offices in the province and in fifteen foreign offices around the world. The staff's responsibilities include promotion of industrial development, location of new markets, providing business counselling, promoting tourism, assisting technology transfer, service industry and small business. In Ontario contact Operations Ontario office in Queen's Park, Toronto (965-0410) or Regional Offices. Regional Office serving Metro Toronto is located at 5 Fairview Mall Drive, Willowdale (491-7680). See also Ind & Tour Small Business Operations Div A.

416-965-4622

Ind & Tour The Development Corporations. The Ontario

Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

CABINET OFFICE **416-965-3581**

Cabinet Office performs an administrative function for Cabinet meetings and Cabinet Committees. Functioning internally, the Office does not serve the public directly. Referrals for information on the structure of the Cabinet should be sent to Cabinet Office, Room 381, Legislative Bldg., Queen's Park, Toronto.

CABLE TELEVISION

416-248-3711

TR & Comm Policy Development Br develops Ontario government policy in the communications field. Activities include: development of broadcasting and cable policy (248-3961); interventions before the Canadian Radio-Television Commission to express Ontario policy, and intergovernmental contact with other provincial and federal agencies (248-3731); communications research. To the extent possible, the branch acts upon customer complaints regarding cable television service (248-3961). Maintains liaison with broadcasting and cable industries. Has a data bank of information on people served by broadcasting and cable firms, television viewing habits, citizens' perceptions on communications issues (248-3731).

CAISSES POPULAIRES

416-965-2515

CCR Credit Unions Br sets minimum standards for, and supervises, credit unions and caisses populaires. These standards govern the incorporation, management audit and dissolution of credit unions.

CAMPGROUNDS

416-965-4008

Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events,

attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

CAMPING

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

CAMPS

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-7678

Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

CANADA STUDENT LOAN

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

CANADIAN LEARNING MATERIALS FUND

416-965-5982

Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the development of new learning materials.

CANADIAN PLOWING COUNCIL

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

CANCER

416-423-4240

Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment. Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

CANOE ROUTES

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

CAR

Car, see Vehicles

CAR DEALERS

Car Dealers, see Dealers

CATTLE
Cattle, see Livestock

CCR ADMINISTRATIVE SERVICES BR **416-965-2796**
CCR Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

CCR BOILERS AND PRESSURE VESSELS BR **416-965-4121**
CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

CCR BUILDING CODE BR **416-965-5881**
CCR Building Code Br is developing a fire and building code for Ontario to minimize building, health and fire hazards. Advises municipalities on matters pertaining to building by-laws, which are a local, not provincial, responsibility. Maintains the Ontario Plumbing code.

CCR CEMETERIES BR **416-965-6611**
CCR Cemeteries Br approves plans of cemetery area, rules and regulations, deed forms and tariff of rates for cemeteries, burial grounds, church yards, mausolea, crematoria, columbaria and urn gardens. The branch also answers inquiries and investigates complaints about cemeteries. Contact Queen's Park or regional offices. For inquiries about funeral directors and embalmers, call the Board of Administration under the Embalmers and Funeral Directors Act. First Floor, 25 Grosvenor St., Toronto, 921-5164.

CCR CENTRAL REGISTRATION BR **416-965-4241**
CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

CCR COMMERCIAL REGISTRATION APPEAL **416-965-4728**
CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and

corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

CCR COMMERCIAL REGISTRATION BR **416-965-8102**
CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

CCR COMMUNICATIONS SERVICES BR **416-965-4239**
CCR Communications Services Br provides information service for the Ministry of Consumer and Commercial Relations. For a description of activities, see first entry under information service. For specific consumer complaints contact appropriate branches described separately in this index.

CCR COMPANIES COOPERATIVE CORPORATIONS **416-965-6834**
CCR Companies Cooperative Corporations Services Br administers the legislation affecting cooperatives. Also gives advice and information to members of co-ops or persons interested in incorporating them.

CCR COMPANIES SERVICE BR RETURNS **416-965-5424**
CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

CCR COMPANIES SERVICES BR **416-965-5510**
CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

CCR COMPANIES SERVICES BR CORPORATION **416-965-2031**
CCR Companies Services Br Corporation Names Section deals with the approval and reservation of corporate names for new incorporations and proposed changes of names by existing corporations.

CCR COMPANIES SERVICES BR PARTNERSHIPS **416-965-7581**
CCR Companies Services Br Partnerships Registration Section deals with registration of partnerships and limited partnerships, and proprietorships. Also registers dissolution of these and conducts public searches of documents relating to business ventures.

CCR COMPANIES SERVICES BR RECORDS **416-965-5431**
CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

CCR COMPANY LAW BR **416-965-1662**
CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

CCR CONSUMER PROTECTION BUREAU **416-965-6471**
CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

CCR CREDIT UNIONS BR **416-965-2515**
CCR Credit Unions Br sets minimum standards for, and supervises, credit unions and caisses populaires. These standards govern the incorporation, management audit and dissolution of credit unions.

CCR ELEVATING DEVICES BR **416-965-4150**
CCR Elevating Devices Br inspects elevating devices,

including ski installations, aerial tramways, golf incline lifts, escalators and moving walks and issues licences for their operation. Approves drawings of new installations and major alterations. Investigates accidents and complaints of unsafe conditions or improper use of these devices.

CCR ENERGY SAFETY BR **416-965-7627**
CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

CCR FINANCIAL MANAGEMENT BR **416-965-6483**
CCR Financial Management Br supplies the ministry with financial management services, including accounting. For a description of functions, see first entry under financial management.

CCR INTERNAL AUDIT **416-965-5543**
CCR Internal Audit is responsible for the ministry's audit function. For a description of the function see first entry under audit.

CCR INVESTIGATION AND ENFORCEMENT BR **416-965-8100**
CCR Investigation and Enforcement Br performs a support role to the administrators of the various business practice acts administered by the ministry. Complaints from the public are normally answered by the Registrars of the Acts.

CCR LEGAL SERVICES **416-965-4337**
CCR Legal Services provide legal services for the Ministry of Consumer and Commercial Relations. For a description of activities see first entry under legal services.

CCR LIQUOR CONTROL BOARD OF ONTARIO **416-965-4911**
CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

CCR LIQUOR LICENCE BOARD OF ONTARIO **416-965-4654**
CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

CCR LOTTERIES BR **416-965-5181**
CCR Lotteries Br issues licences, supervises and controls all lottery operators in Ontario. These include bingos, raffles, and games of chance operated within the Criminal Code of Canada. Copies of the regulations are available from the branch on request.

CCR MOTOR VEHICLE ACCIDENT CLAIMS FUND **416-965-6701**
CCR Motor Vehicle Accident Claims Fund (MVAC) compensates victims of accidents caused by drivers of uninsured vehicles by administering the Motor Vehicle Accident Claims Act.

CCR MOTOR VEHICLE DEALERS BR **416-965-3025**
CCR Motor Vehicle Dealers Br registers dealers and salesmen of new and used motor vehicles. Investigates complaints received in writing concerning transactions relating to the purchase and sale of motor vehicles. Contact Queen's Park or Regional Office.

CCR OFFICE OF THE REGISTRAR GENERAL **416-965-1687**
CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

CCR ONTARIO RACING COMMISSION **416-965-0520**
CCR Ontario Racing Commission (ORC) promotes the proper management of horse racing and the orderly behaviour and integrity of participants. Issues licences to participants and encourages the improvement of the quality of horses that race. Contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

CCR ONTARIO SECURITIES COMMISSION **416-965-6550**
CCR Ontario Securities Commission (OSC) maintains public

files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

CCR OPERATING ENGINEERS BR **416-965-4188**
CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

CCR PAPERBACK AND PERIODICAL DISTRIBUTORS **416-965-5599**
CCR Paperback And Periodical Distributors Section licenses dealers of paperbacks and periodicals. Continually checks on the extent of non-resident ownership and control of these operations. Contact Queen's Park or regional offices.

CCR PENSION COMMISSION OF ONTARIO **416-965-2961**
CCR Pension Commission of Ontario administers the Pension Benefits Act, which includes the registration of all private pension plans covering employees in Ontario. Also seeks to improve the quality and the administration of pensions.

CCR PERSONNEL SERVICES BR **416-965-6481**
CCR Personnel Services Br performs the personnel functions for the Ministry of Consumer and Commercial Relations. For a description of branch activities, see first entry under personnel.

CCR PROPERTY RIGHTS FIELD OPERATIONS BR **416-965-6644**
CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

CCR PROPERTY RIGHTS LEGAL SURVEYS BR **416-965-7548**
CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including

condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

CCR PROPERTY RIGHTS PERSONAL PROPERTY **416-965-7655**

CCR Property Rights Personal Property Registration Branch provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

CCR PROPERTY RIGHTS PROPERTY LAW BR **416-965-3248**

CCR Property Rights Property Law Br performs statutory functions of Director of Titles; responsible for legal quality of land registration records; drafts amendments to the regulations under the Land Titles Act, the Registry Act, The Condominium Act, the Boundaries Act and the Certification of Titles Act. Processes applications of title and for conversion of title from the land registry to the land titles system.

CCR REAL ESTATE AND BUSINESS BROKERS **416-965-2504**

CCR Real Estate And Business Brokers Act ensures protection of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

CCR REGISTRAR OF BAILIFFS **416-965-2513**

CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

CCR RENT REVIEW **416-923-1199**

CCR Rent Review. Ontario's Residential Premises Rent Review

Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

CCR SUPERINTENDENT OF INSURANCE **416-965-4247**

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

CCR THEATRES BR **416-421-2462**

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

CCR TRAVEL INDUSTRY ACT **416-965-1318**

CCR Travel Industry Act, to protect the financial interests of Ontario travellers, and to ensure ethical conduct and good travel service, requires the registration of travel agents, travel wholesalers and travel salesmen. Complaints are investigated. Contact Queen's Park or regional offices.

CCR UPHOLSTERED AND STUFFED ARTICLES BR **416-965-2127**

CCR Upholstered And Stuffed Articles Br registers renovators and manufacturers of upholstered and stuffed articles; inspects premises of registrants as well as retailers of these articles. Investigates consumer complaints about stuffed furniture, mattresses, pillows, toys, etc. and tests filling material submitted to the branch. Contact Queen's Park or regional offices.

CEMETERIES

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-6611

CCR Cemeteries Br approves plans of cemetery area, rules and regulations, deed forms and tariff of rates for cemeteries, burial grounds, church yards, mausolea, crematoria, columbaria and urn gardens. The branch also answers inquiries and investigates complaints about cemeteries. Contact Queen's Park or regional offices. For inquiries about funeral directors and embalmers, call the Board of Administration under the Embalmers and Funeral Directors Act. First Floor, 25 Grosvenor St., Toronto, 921-5164.

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

CHAPLAINS

416-965-3733

Civ Serv Coordinator Of Chaplaincy services acts as the link between government ministries that employ chaplains and the denominational authorities. This link is effected through the Ontario Inter-Faith Committee on Chaplaincy Services. The Coordinator ensures the pastoral care of chaplaincy personnel in the Ontario Public Service; advises on chaplaincy programs; maintains liaison with churches; ensures that advertising for and screening of applications for chaplains are carried out with the participation of the Ontario Inter-Faith Committee. Also ensures that appropriate authorities participate in the annual assessment of

chaplains.

416-965-6491
Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

CHARITABLE ORGANIZATIONS

Charitable Organizations, see also Non-Profit Corporations

416-362-1331
Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

CHARTERS

416-965-5424
CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

416-965-5510
CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-5403
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge

Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

CHARTS

Charts, see Maps

CHATTEL MORTGAGE

416-965-7655

CCR Property Rights Personal Property Registration Branch provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

CHEST CLINICS

416-965-2528

Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

CHILD ABUSE

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

CHILDREN

416-965-1865

Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's jurisdiction is province-wide.

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc

Children's Services Bureau Institutions and Day Nurseries sections.

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-4885

Comm Soc Home Economics Consultants advise the Ministry and District Offices on food services and therapeutic nutrition. A Consultant on Early Childhood Education (965-5092) advises the ministry on the education of children.

416-965-6231

Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques

of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-965-2696

Cult & Rec Provincial Library Services is responsible for public libraries throughout Ontario. Provides library grants, library by-laws and statistics, and other information assistance. Maintains close liaison with associations related to library functions and develops library services on a province-wide basis. Publishes the Ontario Library Review and In Review: Canadian Books For Children.

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

416-928-3690

Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section

(965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-8067

Health Children's Mental Health Services Br, administering the Children's Mental Health Centres Act, authorizes the establishment, licensing, funding and setting of standards of facilities for centres that treat children and adolescents who are emotionally disturbed or suffer from mental disorder. Included in these residential or non-residential centres all over Ontario is the Four-Phase Service System, a network of independent programs serving severely disturbed teenagers from the Metro Toronto area. The branch also funds several out-patient clinics in general hospitals, and two Regional Centres at Ottawa and Sudbury which do not fall under the Act.

CHILDREN'S AID SOCIETIES

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for

counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

416-965-6211

Comm Soc Training & Staff Development Br ensures competence of ministry staff through three sub-units. Area Staff Development Offices throughout Ontario maintain liaison with ministry district offices and mental retardation facilities to identify and respond to training needs. Officers also serve related social agencies such as Children's Aid Societies and municipal social services. The Human Resource Unit assesses ministry manpower needs and recommends social welfare training requirements to the Industrial Training Br, Ministry of Colleges and Universities. Program Design Implementation Unit designs and delivers training programs.

CHIROPODISTS

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

CHIROPRACTORS

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

CHRISTMAS TREES

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

CHURCH YARDS

Church Yards, see Cemeteries

CHURCHES

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-3733

Civ Serv Coordinator Of Chaplaincy services acts as the link between government ministries that employ chaplains and the denominational authorities. This link is effected through the Ontario Inter-Faith Committee on Chaplaincy Services. The Coordinator ensures the pastoral care of chaplaincy personnel in the Ontario Public Service; advises on chaplaincy programs; maintains liaison with churches; ensures that advertising for and screening of applications for chaplains are carried out with the participation of the Ontario Inter-Faith Committee. Also ensures that appropriate authorities participate in the annual assessment of chaplains.

CIGARETTES

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

CIGARS

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

CITIES

Cities, see Municipalities

CITIZEN'S BAND RADIO

416-248-3711

TR & Comm Communications Div Executive Section provides communications policy coordination and administration. Telecommunications Systems Engineering (248-3567) provides related assistance to the other branches in the Division. Assists independent telephone industry in modernization plans; consults and advises the Ontario Telephone Service Commission on technical matters. See also TR & Comm Policy Development Br and TR & Comm Common Carriers Br. For ham radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

CITIZENS' INQUIRY BRANCH

416-965-3535

Cult & Rec Citizens' Inquiry Branch is an information service which provides information about, or referral to, all Ontario Government ministries. It is a resource for other government ministries, Members of Provincial Parliament (MPPs) and community or private organizations, and provides its service to those referred from these sources. The Citizens' Inquiry Branch refers the inquirer to the appropriate source of information or coordinates information and services for those unable to do so themselves.

CIV SERV BENEFITS POLICY BR **416-965-9419**

Civ Serv Benefits Policy Br develops, recommends, implements and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

CIV SERV COORDINATOR OF CHAPLAINCY **416-965-3733**

Civ Serv Coordinator Of Chaplaincy services acts as the link between government ministries that employ chaplains and the denominational authorities. This link is effected through the Ontario Inter-Faith Committee on Chaplaincy Services. The Coordinator ensures the pastoral care of chaplaincy personnel in the Ontario Public Service; advises on chaplaincy programs; maintains liaison with churches; ensures that advertising for and screening of applications for chaplains are carried out with the participation of the Ontario Inter-Faith Committee. Also ensures that appropriate

authorities participate in the annual assessment of chaplains.

CIV SERV GENERAL SERVICES BR COMMUNICATIONS 416-965-5621
Civ Serv General Services Br Communications and Publicity Section produces TOPICAL, a semi-monthly paper which is distributed to Ontario civil servants, including pensioners. On alternate weeks, a second paper, the JOBMART, is published, containing information on job openings within the Ontario Public Service. The section also handles job advertising in the press for all Ontario Government ministries.

CIV SERV GENERAL SERVICES BR COMMUNITY 416-965-6489
Civ Serv General Services Br Community Liaison Section assists local community funds, such as the United Way, by organizing the voluntary contributions of Ontario government employees. Payroll deductions are made and donated to the appropriate fund.

CIV SERV GENERAL SERVICES BR EMPLOYMENT 416-965-6081
Civ Serv General Services Br Employment Services Section provides a centralized information service on employment opportunities and careers in the Ontario Public Service to civil servants and the public. Provides a centralized inventory of qualified applicants to assist the ministries with their staffing needs.

CIV SERV GENERAL SERVICES BR FRENCH 416-965-4162
Civ Serv General Services Br French Language Program provides French language training to both provincial and federal government employees. It has a language laboratory. Classes are also held in Ottawa, Sudbury and North Bay.

CIV SERV GENERAL SERVICES BR GO TEMPORARY 416-965-7688
Civ Serv General Services Br GO Temporary Program. The GO Temporary Program recruits and maintains a staff to fill temporary positions in the government.

CIV SERV GENERAL SERVICES BR PERSONNEL 416-965-2453
Civ Serv General Services Br Personnel Research Section assesses effects of personnel systems and organizational environment upon work and employee morale, for the Civil Service Commission and government ministries and agencies.

CIV SERV GENERAL SERVICES BR STAFF 416-965-5761
Civ Serv General Services Br Staff Services Section administers the Quarter Century Club for government employees with twenty-five years of service. The club organizes banquets across the province and provides pins for new

members. Other duties involve bookkeeping for the branch, hosting Canada-wide seminars held in Toronto, and involvement in other activities as required by the Civil Service Commission.

CIV SERV GENERAL SERVICES BR STAFF DEVELOPMENT 416-965-1438
Civ Serv General Services Br Staff Development and Training Section identifies training and development needs of employees in the Ontario government. Develops appropriate learning experiences to meet these needs, and evaluates the effectiveness of this training. There is a Staff Development Centre in Kempenfeldt Bay, Barrie, Ontario (tel. 705-728-2321).

CIV SERV GRADUATE RECRUITMENT 416-965-1483
Civ Serv Graduate Recuitment Unit serves all ministries by assisting personnel branches in the recruitment of graduates for permanent positions in the Ontario Public Service (OPS). Maintains information on Canadian educational institutions. Develops publicity and handles inquiries on the OPS. Provides information to placement directors and secondary school guidance counsellors at all Ontario educational institutions. Coordinates recruitment visits to institutions and maintains an inventory of college and university graduate applications. Is also responsible for the recruitment, including training of interviewers, and runs the administrative trainee program.

CIV SERV PERSONNEL ADMIN 416-965-4758
Civ Serv Personnel Admin branch ensures that ministries have and follow policies, guidelines and personnel management services necessary to acquire and retain employees and make best use of their capabilities. This also involves the classification of and the hiring for Ontario Public Service (OPS) positions. Also involved with the implementation of the Utilization of Human Resources (UHR) report. Specialized personnel administration branches deal with each government policy field. Following are telephone numbers: Justice: 965-4758; Resources Development: 965-1022; Social Development: 965-1367.

CIV SERV PERSONNEL ADMIN BR CENTRAL 416-965-1483
Civ Serv Personnel Admin Br Central, provides consultative and administrative services to the ministries that do not belong to the three policy fields, in addition to these offices: Management Board, Civil Service Commission, Provincial Auditor's, Lieutenant Governor's, Legislative, Policy Field Secretariats, Premier's and the Cabinet. Other duties include: development and administration of manpower planning, development and implementation of management

compensation plans, provision of technical (personnel) training and career counselling services. Coordinates a centralized program for placement of redundant personnel.

CIV SERV PERSONNEL AND ADMIN BR **416-965-2065**
Civ Serv Personnel And Admin Br performs the personnel functions for the Civil Service Commission and Management Board Secretariat. For a description of branch activities, see first entry under personnel.

CIV SERV PUBLIC SERVICE APPEAL BOARDS **416-965-1410**
Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

CIV SERV SENIOR APPOINTMENTS AND COMPENSATION **416-965-5435**
Civ Serv Senior Appointments And Compensation office provides staff support services for the Senior Appointments Advisory Committee and Senior Manpower Planning Subcommittees, and implements all aspects of recruitment, appointments, compensation and career development for the Ontario Public Service senior executives and program directors.

CIV SERV STAFF RELATIONS BR **416-965-2002**
Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

CIV SERV STAFFING POLICY BR **416-965-1463**
Civ Serv Staffing Policy Br develops policies and guidelines on staffing function of personnel management, which affects recruitment, training, career planning & appraisal of employees. This also includes planning for changes in staff needs and in employee expectations.

CIV SERV SYSTEMS COORDINATION BR **416-965-1425**
Civ Serv Systems Coordination Br coordinates systems for the Civil Service Commission. Develops computer reports as

requested, on number of employees in the Ontario Public Service, their employment history, etc., for internal use only.

CIV SERV TERMS OF SERVICE BR **416-965-6086**
Civ Serv Terms of Service Br recommends to the Commission policies relating to pay and classification in the Ontario Public Service (OPS). Develops for approval by Management Board, the government's objectives in negotiations with Ontario Public Service Employees Union (OPSEU) covering pay and classification. Recommends pay revisions for management classes, and develops the technology used in the maintenance of standards and other pay and classification processes.

CIV SERV UHR COORDINATION **416-965-2262**
Civ Serv UHR Coordination coordinates the implementation of the Utilization of Human Resources Report (UHR), the goal of which is to induce changes in the managerial style of managers in the Ontario Public Service (OPS) .

CO-OPS
Co-Ops, see Cooperatives

COACHES
416-965-6546
Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

COLL UNIV ACCOUNTS AND ADMIN SERVICES BR **416-965-5921**
Coll Univ Accounts And Admin Services Br performs the accounting (phone: 965-9051) and administrative services (phone: 965-6426) functions for the ministry. Accounting includes processing and distribution of student awards and operating funds for post-secondary institutions, as

calculated by the Student Awards and Institutional Accounting branches, respectively. For a description of accounting and administrative service functions, see first entries under accounting and administrative services.

COLL UNIV COLLEGE AFFAIRS BR **416-965-2720**
Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

COLL UNIV COUNCIL OF REGENTS FOR CAATS **416-965-4234**
Coll Univ Council of Regents for CAATs evaluates the effectiveness of Colleges of Applied Arts and Technology (CAATs); approves requests for new programs; approves master plans and their modifications; reviews college multi-year plans; establishes salaries, wages, and terms and conditions of employment for college staffs; provides policy guidelines; and appoints Boards of Governors. The Council has a full-time Executive Secretary, and additional secretariat services are provided by Coll Univ Institutional Training and Program Resources branches.

COLL UNIV INDUSTRIAL TRAINING BR **416-965-4211**
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

COLL UNIV INFORMATION RESOURCES BR **416-965-6134**
Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing

material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

COLL UNIV INSTITUTIONAL ACCOUNTING 416-965-2150

Coll Univ Institutional Accounting and Architectural Services Br administers all transfer payment programs to universities and Colleges of Applied Arts and Technology (CAAT) and related institutions for operating and capital purposes. Prepares claims on federal-provincial cost sharing programs. Maintains an overview of the physical facilities of universities and colleges, and provides architectural advice to the ministry. To refer specific inquiries, phone 965-5237 for transfer payments (operating); 965-5238 for capital funds; 965-5239 for shared cost programs; 965-6563 for architectural services.

COLL UNIV INTERNAL AUDIT SERVICES BR 416-965-3236

Coll Univ Internal Audit Services Br is responsible for the ministry's audit function. For a description of the function see the first entry under audit.

COLL UNIV LEGAL OFFICER 416-965-1928

Coll Univ Legal Officer performs legal services for the ministry. For a description of functions, see first entry under legal services.

COLL UNIV ONTARIO COUNCIL ON UNIVERSITY AFFAIRS 416-965-5233

Coll Univ Ontario Council on University Affairs (OCUA) is an advisory body to the Minister of Colleges and Universities and to the Lieutenant Governor in Council on matters concerning the 15 provincially-assisted universities, Ryerson Polytechnical Institute, the Ontario Institute for Studies in Education, the Ontario College Of Art, and the Bar Admission Course (Law Society Of Upper Canada). For general information re universities, contact Coll Univ Information Branch, Toronto, 965-6134.

COLL UNIV PERSONNEL BR **416-965-4503**
Coll Univ Personnel Br performs the personnel functions for the Ministry of Colleges & Universities. For description of branch activities, see first entry under personnel.

COLL UNIV PROGRAM RESOURCES BR **416-965-5375**
Coll Univ Program Resources Br develops training standards and outlines, coordinates curriculum, and generally supports the training programs undertaken by the ministry's training delivery branches: College Affairs (Institutional), and Industrial Training.

COLL UNIV STUDENT AWARDS BR **416-965-5241**
Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

COLL UNIV SYSTEMS COORDINATION **416-965-1550**
Coll Univ Systems Coordination plans and coordinates the development and implementation of management information systems, including acquisition and utilization of the necessary resources. Acts as liaison between the ministry and other government bodies and private service agencies, on systems development projects.

COLL UNIV UNIVERSITY AFFAIRS DIV **416-965-3870**
Coll Univ University Affairs Div is responsible for administering the provincial grants to Ontario universities. In this regard the division develops and analyzes policy proposals with reference to university operations and their funding, implements policy decisions and maintains ministry-advisory council relations and university-government relations in general.

COLLECTION AGENCIES

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and

desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-2513

CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

COLLECTION SERVICE

416-965-1051

Govt Serv Special Services Br provides Ontario government ministries with these services: complete mass mailing, including addressing, labelling, folding and inserting, in addition to regular mail delivery (Tel. 965-6902); a collection service for money due to the government (Tel. 965-5195); records retention and retrieval for semi-active files; a complete vehicle repair and trucking service, available to ministries on a charge-back basis.

COLLECTIVE AGREEMENTS

416-965-5669

Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

COLLECTIVE BARGAINING

416-965-2002

Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

416-965-6101

Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

COLLEGES

Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph (519-824-4120).

416-965-2720

Coll Univ College Affairs Br is responsible for delivery of

the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-4234

Coll Univ Council of Regents for CAATs evaluates the effectiveness of Colleges of Applied Arts and Technology (CAATs); approves requests for new programs; approves master plans and their modifications; reviews college multi-year plans; establishes salaries, wages, and terms and conditions of employment for college staffs; provides policy guidelines; and appoints Boards of Governors. The Council has a full-time Executive Secretary, and additional secretariat services are provided by Coll Univ Institutional Training and Program Resources branches.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-2150

Coll Univ Institutional Accounting and Architectural Services Br administers all transfer payment programs to universities and Colleges of Applied Arts and Technology (CAAT) and related institutions for operating and capital purposes. Prepares claims on federal-provincial cost sharing programs. Maintains an overview of the physical facilities of

universities and colleges, and provides architectural advice to the ministry. To refer specific inquiries, phone 965-5237 for transfer payments (operating); 965-5238 for capital funds; 965-5239 for shared cost programs; 965-6563 for architectural services.

416-965-5233
Coll Univ Ontario Council on University Affairs (OCUA) is an advisory body to the Minister of Colleges and Universities and to the Lieutenant Governor in Council on matters concerning the 15 provincially-assisted universities, Ryerson Polytechnical Institute, the Ontario Institute for Studies in Education, the Ontario College Of Art, and the Bar Admission Course (Law Society Of Upper Canada). For general information re universities, contact Coll Univ Information Branch, Toronto, 965-6134.

416-965-5241
Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

416-965-2666
Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers

Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

COLLISIONS

416-965-4405

Sol Gen OPP Traffic Division enforces vehicle traffic laws. investigates complaints about all aspects of traffic, and analyzes collisions of vehicles to determine how to make highways safer.

416-965-1578

TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions. Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

416-965-2162

TR & Comm Licensing & Control Div Safety Standards & Practices Br develops inspection procedures and rejection criteria & mechanical fitness standards for vehicles in use and used vehicles offered for resale. Develops safety standards for new vehicle and vehicle components, and manages vehicle component approval program. Acts as automotive engineering consultant for the Ministry of Transportation and Communications and at times for the Ministry of Industry and Tourism. Investigates heavy commercial vehicle collisions to find out means of improving vehicle design, maintenance and inspection. Develops legislation and regulations relating to vehicle and vehicle component design, and vehicle inspection.

COLUMBARIUM

Columbarium, see Cemeteries

COMM SOC ACCOUNTS BR **416-965-2371**

Comm Soc Accounts Br is responsible for the ministry's accounting functions. For a description of branch activities

see first entry under accounting.

COMM SOC ADMINISTRATIVE SERVICES BR **416-965-5006**
Comm Soc Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

COMM SOC AREA AND DISTRICT OFFICES
Comm Soc Area and District Offices throughout Ontario deliver the Ministry's programs to the community. Executive Directors in five area offices provide broad coordination and deliver those programs that cannot be made available at every District Office. Twenty District Offices are responsible for the delivery of such programs as Family Benefits, Vocational Rehabilitation, Day Nurseries, etc. District Offices are involved with local social planning, and work closely with social agencies in the community and with other ministries and other levels of government. Contact area or district offices.

COMM SOC AUDIT SERVICES BR **416-965-5214**
Comm Soc Audit Services Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

COMM SOC CAPITAL & SPECIAL PROJECTS BR **416-965-0432**
Comm Soc Capital & Special Projects Br provides technical expertise and consultative services to municipalities and non-profit organizations that want to establish facilities for rehabilitation, residential and social services, under various Acts administered by the ministry. Maintains statistics on existing facilities. Carries out inspection program for fire and other safety measures in all ministry institutions and those operated under the above Acts. Contact district offices.

COMM SOC CHILDREN'S SERV BUREAU CHILD WELFARE **416-965-0176**
Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

COMM SOC CHILDREN'S SERV BUREAU DAY NURSERIES **416-965-5095**
Comm Soc Children's Serv Bureau Day Nurseries provides

consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

COMM SOC CHILDREN'S SERV BUREAU INSTITUTIONS 416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

COMM SOC COMMUNICATIONS BR 416-965-7825

Comm Soc Communications Br is the information service for the Ministry of Community and Social Services. For a description of activities, see first entry under information service. Also provides assistance (e.g. consultation, publications, films, slide, displays, etc.) to municipalities and social agencies to explain social service programs.

COMM SOC HOME ECONOMICS 416-965-4885

Comm Soc Home Economics Consultants advise the Ministry and District Offices on food services and therapeutic nutrition. A Consultant on Early Childhood Education (965-5092) advises the ministry on the education of children.

COMM SOC LEGAL SERVICES BR 416-965-5147

Comm Soc Legal Services Br provides legal services for the Ministry of Community and Social Services. For a description of branch activities, see first entry under legal services.

COMM SOC MANAGEMENT AND FINANCIAL SERV BR 416-965-2291

Comm Soc Management and Financial Serv Br provides service to improve productivity and business management practices in the ministry and its agencies in the social services network, and to ensure that financial bases of ministry proposals and

undertakings are sound.

COMM SOC MENTAL RETARDATION COMMUNITY RESOURCES 416-965-8455
Comm Soc Mental Retardation Community Resources Br provides funding and program support for community-based programs in accommodation, work, training and support services for the mentally retarded. These services are administered by local organizations, particularly local associations for the mentally retarded. Contact local Mental Retardation Coordinator in district office.

COMM SOC MENTAL RETARDATION COMMUNITY SERVICES 416-965-5130
Comm Soc Mental Retardation Community Services Development Br is responsible for two programs. Adult Protective Services, with workers (District Working Groups), coordinates and monitors on an individual basis, social support services needed to enable mentally retarded adults to become self-sufficient in the community setting. Mental Retardation Coordination provides a coordinator in each district to act as professional secretariat for each district working group. Contact district office.

COMM SOC MENTAL RETARDATION FACILITY 416-965-6231
Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

COMM SOC MUNICIPAL WELFARE CONSULTING BR 416-965-5142
Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

COMM SOC PERSONNEL BR 416-965-4701
Comm Soc Personnel Br performs the personnel functions for the Ministry of Community and Social Services. For a description of branch activities, see first entry under

personnel. Training and educational assistance is the responsibility of Comm Soc Training and Staff Development Branch, 965-6211.

COMM SOC POLICY ANALYSIS SECRETARIAT **416-965-3735**

Comm Soc Policy Analysis Secretariat provides the ministry with strategic planning coordination, program analysis, and integration of multi-year plans and annual estimates preparation. Develops and evolves options for the Provincial Income Security Policy and supports Ontario participation in federal-provincial reviews. Conducts research studies and provides support and consultation for research activities and other related programs within the ministry. Operates the ministry library (965-2300).

COMM SOC PROVINCIAL BENEFITS BR **416-965-2648**

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

COMM SOC REHABILITATION BR **416-965-2376**

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

COMM SOC REVIEW AND CONSOLIDATION UNIT **416-965-5137**

Comm Soc Review and Consolidation Unit assists municipalities that wish to consolidate their social services. The Unit uses homemakers and nursing services from private social agencies, which are made available to those in need in the municipality.

COMM SOC SENIOR CITIZENS BR **416-965-7695**
Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

COMM SOC SOCIAL ASSISTANCE REVIEW BOARD **416-965-2363**
Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

COMM SOC SOLDIERS AID COMMISSION **416-965-4891**
Comm Soc Soldiers Aid Commission provides emergency welfare assistance to eligible war veterans and/or dependents who are in need. Administers trust funds accruing from bequests. Contact Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

COMM SOC TRAINING & STAFF DEVELOPMENT BR **416-965-6211**
Comm Soc Training & Staff Development Br ensures competence of ministry staff through three sub-units. Area Staff Development Offices throughout Ontario maintain liaison with ministry district offices and mental retardation facilities to identify and respond to training needs. Officers also serve related social agencies such as Children's Aid Societies and municipal social services. The Human Resource Unit assesses ministry manpower needs and recommends social welfare training requirements to the Industrial Training Br, Ministry of Colleges and Universities. Program Design Implementation Unit designs and delivers training programs.

COMMISSION ON ELECTION CONTRIBUTIONS & EXPENSES **416-965-0455**
Commission On Election Contributions & Expenses administers the Election Finances Reform Act, which provides for registration of political parties and constituency associations active in Ontario, and candidates in a provincial election. Limits political contributions to, and period of advertising and advertising expenses of, registered

parties, constituency associations and candidates during a provincial election campaign. Provides subsidies to candidates with respect to election campaign expenses incurred. Requires filing of campaign period returns and annual financial statements of assets and liabilities by political parties and constituency associations.

COMMITTEE ROOMS

416-965-6741

Govt Serv Property Management Br provides maintenance services to Government-owned and leased premises, including repairs, housekeeping, horticultural services, moving and parking allocation, elevator maintenance and safety. It is also responsible for the reservation and use of committee rooms in the Macdonald Block (Phone: 965-1109).

COMMUNICATIONS

Communications, see also Information Service

416-965-0175

Govt Serv Telecommunications Services Br provides local and inter city telecommunication services for Ontario government ministries and agencies. These are principally telephone, data communications and radio, but also include intercom, teletype, facsimile, satellite and related telecommunications services. For Metro Toronto Services, contact 965-6788; Inter City Services, contact 965-6265.

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-248-3736

TR & Comm Common Carriers Br ensures that Ontario customers receive efficient telecommunications service. This involves provincial comment on Bell Canada and Canadian National & Canadian Pacific rate applications. The Branch does not regulate Bell Canada and CN-CP, but investigates customer complaints regarding their service. Represents Ontario in the Federal telecommunications cost inquiry. Responsible for long range impact studies on computer communications, systems and terminal interconnection and on the independent telephone industry.

416-248-3711
TR & Comm Communications Div Executive Section provides communications policy coordination and administration. Telecommunications Systems Engineering (248-3567) provides related assistance to the other branches in the Division. Assists independent telephone industry in modernization plans; consults and advises the Ontario Telephone Service Commission on technical matters. See also TR & Comm Policy Development Br and TR & Comm Common Carriers Br. For ham radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

416-248-3711
TR & Comm Policy Development Br develops Ontario government policy in the communications field. Activities include: development of broadcasting and cable policy (248-3961); interventions before the Canadian Radio-Television Commission to express Ontario policy, and intergovernmental contact with other provincial and federal agencies (248-3731); communications research. To the extent possible, the branch acts upon customer complaints regarding cable television service (248-3961). Maintains liaison with broadcasting and cable industries. Has a data bank of information on people served by broadcasting and cable firms, television viewing habits, citizens' perceptions on communications issues (248-3731).

COMMUNITY CENTRES
Community Centres, see Recreation Centres

COMMUNITY CENTRES DEVELOPMENT

416-965-9656
Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

COMMUNITY COLLEGES

Community Colleges, see Colleges

COMMUNITY INFORMATION CENTRES

416-965-6621

Cult & Rec Community Information Services program provides eligible individual community information centres with funding through grants and advises them on matters such as information management, policy, staffing and volunteer training. Contact field offices.

COMMUNITY INTEGRATED HOUSING PROGRAM

416-965-9654

Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

COMMUNITY PLANNING

416-965-9562

Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-5890

Housing Local Planning Policy Br researches, develops and sets standards for optimum planned physical environments for local government and municipalities, consistent with provincial objectives. Advises relevant provincial services on community planning standards.

416-965-3031
Housing North Pickering Development Corporation is the crown agency responsible for community planning and development of the new community at North Pickering. Contact: Communications and Public Affairs at Tel. 965-9168; Site Office at Tel. 965-7087.

416-965-3328
Housing Operations Control Br develops planning policy related to the community planning regulatory and advisory functions of the Ministry. Maintains technical specialist staff concerned with planning matters such as recreational development, shopping centre development, subdivisions design. Performs operational monitoring, quality control and administrative support functions for the Plans Administration Division.

COMMUNITY RESOURCE CENTRE

416-965-4355
Corr Serv Community Resource Centres house men and women serving sentences in Ontario correctional institutions. The centres are operated by community organizations under contract to the Ministry. An inmate wishing to pursue an employment or education program outside the institution applies for a transfer to the Community Resource Centre where he/she also receives counselling and skills training. Inmates are subject to rules ensuring behaviour in the best interest of the community. Failure to abide by the rules or to make good use of the program results in an inmate's return to the correctional institution.

COMPANIES

Companies, see Corporations, also Business, Industry

COMPENSATION

416-965-2867
Att Gen Board of Negotiation may act as a mediator to negotiate a settlement when property is expropriated and no agreement can be reached on compensation for the expropriation. Either the property owner or the expropriating authority can request the services of the Board of Negotiation.

416-965-4755
Att Gen Criminal Injuries Compensation Board provides compensation to victims who have received physical injury as the result of an unprovoked crime of violence, or to the dependants of an innocent victim of a fatal occurrence. The Criminal Injuries Compensation Board also awards compensation to police and others taking part in law enforcement.

416-965-1012

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

416-965-5077

Health Human Resources Br performs the personnel functions for the Ministry of Health. For a description of branch activities, see first entry under personnel. The Branch is also a resource to the general health sector in labour relations, compensation and management development.

416-965-8500

Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

COMPRESSOR

416-965-4188

CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

COMPUTING CENTRES

416-965-3417

Govt Serv Computer Services Div provides comprehensive data processing services including computing, time sharing and system support to authorized users on a cost recovery basis. Three Computing Centres in Toronto serve specific ministries: Queen's Park Computing Centre (965-0684), Leaside Data Centre

(965-0941), and Downsview Computing Centre (248-3941). The Computer Systems Planning Br. (965-9240) is the planning, central technical resource and coordinating arm of the division.

CONCILIATION

416-965-7941

Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation services before resorting to strikes or lockouts.

416-965-6094

Labour Industrial Relations Division activities are directed towards the promotion and maintenance of labour harmony. Within the division, Conciliation and Mediation Services and the Labour-Management Arbitration Commission are concerned with labour-management relations, assistance in settling disputes, and arbitration of grievances. Functions of these offices are described separately. See Labour & Branch Name.

CONCRETE

416-248-3661

TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3684

TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

CONDITIONAL SALE CONTRACT

416-965-7655

CCR Property Rights Personal Property Registration Branch

provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

CONDOMINIUMS

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-0265

Housing OHC Technical Services Planning Br supplies planning information to housing production agencies, Members of Provincial Parliament (MPPs), the public and other government agencies concerned with the planning aspects of housing. Answers questions on land use planning related to Ontario Housing Corporation (OHC) projects. Detailed information available on the new communities at Malvern and Saltfleet and the proposed Ottawa South-East City. Research information available on banking of land, condominiums, housing types and densities, environmental impacts.

416-965-5506

Housing Subdivisions Br implements Ministry program designed to provide adequate housing within a sound planning framework. The province is responsible for approving plans of subdivisions and condominiums across Ontario (except where approval power has been delegated to a regional municipality), and land severance applications in most of Northern Ontario. The branch ensures that these decisions conform to local, provincial and federal policies. Reviews decisions by local Committees of Adjustment and Land Division Committees on land severance applications.

CONSERVATION AUTHORITIES

416-965-4021

Cult & Rec Heritage Administration Br provides technical

support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-6287

Nat Res Conservation Authorities Br assists local conservation authorities with design, planning and operational assistance as well as grants for capital projects. Does studies and reports on watersheds.

CONSERVATION REVIEW BOARD

416-965-2336

Cult & Rec Conservation Review Board holds hearings arising out of owners' objection to municipal designation of property as historically or architecturally significant. The Conservation Review Board reports its opinion to the municipal council. Hearings are also held where Minister proposes to refuse issuance of archaeological licence, or designates property as an archaeological or historic site.

CONSOLIDATED REVENUE FUND

416-965-2905

Govt Serv Government Payments Br is responsible for the production of cheques for the Ontario government from the Consolidated Revenue Fund or for any major cheque issuing programs developed by an Ontario Government ministry. Reconciles the Consolidated Revenue and major cheque issuing bank accounts. All cheque writing and issuing is done only upon authorized request of each ministry. For specific inquiries, contact ministry concerned.

416-965-1381

Office of Provincial Auditor carries out the statutory requirements imposed under the Audit Act & other statutes of the province. The Provincial Auditor manages the audit of the Consolidated Revenue Fund as well as the audit of ministerial and quasi-judicial agencies.

416-965-1791

Revenue Prov of Ontario Savings Office provides general savings bank services to the public in branches throughout the province. The Province of Ontario Savings Office deposits funds in excess of day-to-day requirements with the Consolidated Revenue Fund.

416-965-5273

TE & IA Financial Information & Accounting Policy Branch is responsible for public reporting of government financial information. Produces Public Accounts annually for Legislature and the public. Operates Consolidated Revenue Fund accounting systems and budget monitoring system serving provincial ministries and agencies. Accounting Research and Policy Development Section (965-1731) serves ministries and agencies on development of financial information system and financial information and accounting policy development. Maintains financial administration policy liaison with Management Board and banking policy liaison with the banking community.

CONSTITUTIONAL

416-965-2831

Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

CONSTRUCTION

416-965-7161

Labour Construction Safety Br is concerned with the safety of employees on construction of buildings and on streets, sewers, watermains, underground work and work under compressed air. The branch sets and ensures safety standards in the province and provides educational, consultative and research services on construction safety. Contact regional office.

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

CONSUMER

416-965-7701
Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

416-965-4241
CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-6471
CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

416-965-2127
CCR Upholstered And Stuffed Articles Br registers renovators and manufacturers of upholstered and stuffed articles; inspects premises of registrants as well as retailers of

these articles. Investigates consumer complaints about stuffed furniture, mattresses, pillows, toys, etc. and tests filling material submitted to the branch. Contact Queen's Park or regional offices.

CONSUMER PRICES

416-965-4575

TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

CONSUMER PROTECTION BUREAU

416-965-6471

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CONSUMER REPORTING

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's

Park or regional offices.

416-965-2513
CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

CONTAMINANTS

Contaminants, see Pollution

CONTRACTORS

416-965-6194
Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-592-5111
Ontario Hydro supplies electricity to the people of Ontario indirectly through 353 associated municipal utilities, and directly to more than 700,000 rural customers. The Ontario Hydro Electrical Inspection Program (Tel. 592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of electrical equipment and adherence to the Electrical Safety Code Book. Its Rural Electrical Service and Billing Inquiry Program (Tel. 592-3721) answers inquiries on service policy and practices from rural clientele. Ontario Hydro reports to the Legislature through the Ministry of Energy.

CONVENTIONS

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-4008

Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

CONVICT

Convict, see Inmates

COOPERATIVES

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-965-6834

CCR Companies Cooperative Corporations Services Br administers the legislation affecting cooperatives. Also gives advice and information to members of co-ops or persons interested in incorporating them.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding

development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

CORONERS

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-2561

Sol Gen Centre of Forensic Sciences prepares legally admissable evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Provides educational programs and materials for persons and agencies using forensic science services.

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

CORPORATIONS

Corporations, see also Business, Industry

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-5424

CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-2031

CCR Companies Services Br Corporation Names Section deals with the approval and reservation of corporate names for new

incorporations and proposed changes of names by existing corporations.

416-965-5431
CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-5403
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

CORPORATIONS TAX

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CORR SERV ACCOUNTS **416-965-4335**
Corr Serv Accounts section is responsible for the ministry's accounting functions. For a description of section activities see the first entry under accounting.

CORR SERV ADMINISTRATION AND FINANCE **416-965-5905**
Corr Serv Administration And Finance division supplies the ministry with financial management (phone: 965-5905) and administrative services. For a further description of functions, see first entry under financial management. The Administrative Service Branch (phone: 965-5811) acts as liaison with the Ministry of Government Services to provide field office accommodation; supplies institution offices with financial and administrative advice. Other normal administrative services are provided by Corr Serv Central Facilities Services Branch (phone: 965-5263), which is described separately.

CORR SERV ADULT DIV BAILIFF **416-965-4350**
Corr Serv Adult Div Bailiff services is responsible for the classification of reformatory sentenced (two years less one day or less) inmates to the provincial adult correctional institutions. The branch is also responsible for, and maintains records of, all sentenced prisoner movements within Ontario.

CORR SERV CENTRAL FACILITIES SERVICES **416-965-5263**
Corr Serv Central Facilities Services coordinates purchasing, inventory control and minor construction, renovations and maintenance in existing ministry offices, correctional institutions, forestry camps and training schools. Office Services Section (phone: 965-2071) provides mail and messenger, stationery and printed forms stores, and duplicating services for the ministry. See first entry under administrative services for further description of this function.

CORR SERV COMMUNITY RESOURCE CENTRES **416-965-4355**
Corr Serv Community Resource Centres house men and women serving sentences in Ontario correctional institutions. The centres are operated by community organizations under contract to the Ministry. An inmate wishing to pursue an employment or education program outside the institution applies for a transfer to the Community Resource Centre where he/she also receives counselling and skills training. Inmates are subject to rules ensuring behaviour in the best interest of the community. Failure to abide by the rules or to make good use of the program results in an inmate's return to the correctional institution.

CORR SERV GROUP HOMES BR **416-965-2051**
Corr Serv Group Homes Br Juvenile Div. The division serves juveniles (under 16) who are on probation, in group homes, in training schools, or under supervision of probation and after-care officers. The Group Homes Branch promotes group homes as an alternative to training schools, providing juveniles an opportunity for growth in the community. Group homes are on contract with the ministry. A variety of staffing and organization models exist among homes, serving varied needs. Community resources and training schools are used for reassessments. Area coordinators work with homes, providing general support and liaison with other ministry branches and agencies.

CORR SERV HEALTH CARE SERVICES DIV **416-965-6491**
Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in

provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

CORR SERV INDUSTRIAL PROGRAMS BR **416-965-3354**
Corr Serv Industrial Programs Br develops and coordinates correctional institutions industrial programs and operations such as manufacturing provincial park picnic tables, institutional furniture, motor vehicle licence plates, and canned fruits and vegetables, to encourage meaningful and productive activities by inmates.

CORR SERV INFORMATION SERVICES BR **416-965-4321**
Corr Serv Information Services Br is the information service for the Ministry of Correctional Services. For a description of activities, see first entry under information service.

CORR SERV INSPECTION AND STANDARDS BR **416-965-7056**
Corr Serv Inspection And Standards Br regularly inspects provincial correctional institutions and training schools housing juvenile and adult offenders, to ensure their safety, security and well being. Also conducts internal investigations when requested by the ministry.

CORR SERV INTERNAL AUDIT BR **416-965-5611**
Corr Serv Internal Audit Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

CORR SERV LEGAL SERVICES BR **416-965-6884**
Corr Serv Legal Services Br provides legal services for the Ministry of Correctional Services. For a description of branch activities, see first entry under legal services.

CORR SERV ONTARIO PAROLE BOARD **416-965-4366**
Corr Serv Ontario Parole Board considers for parole inmates serving sentences which include indefinite terms. The Ontario Parole Board only reviews terms of persons in provincial correctional institutions, not of those in federal institutions.

CORR SERV PERSONNEL BR **416-965-6601**
Corr Serv Personnel Br performs the personnel functions for the Ministry of Correctional Services. For a description of branch activities, see first entry under personnel. Also operates Correctional Rehabilitation Involving Student Participation (CRISP) which places students for four month work periods in institutions.

CORR SERV PLANNING AND RESEARCH BR **416-965-5975**
Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

CORR SERV PROBATION AND AFTER-CARE JUVENILE BR **416-965-1083**
Corr Serv Probation and After-Care Juvenile Br serves youth (under 16) on probation, and wards of training schools. Province-wide offices work with juveniles and their families. Non-clients also are advised.

CORR SERV PROBATION AND PAROLE ADULT BR **416-965-4511**
Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

CORR SERV RECORDS MANAGEMENT BR **416-965-3384**
Corr Serv Records Management Br is responsible for the records management maintenance program, forms control program and manuals coordination for the ministry.

CORR SERV STAFF TRAINING AND DEVELOPMENT **416-669-9695**
Corr Serv Staff Training And Development Br provides the ministry with courses to meet staff training needs. The Staff Development Centre in Concord, Ontario, as well as regional centres in Sudbury, Guelph, Cobourg and Brampton, are equipped with classroom facilities and audio-visual materials.

CORR SERV TEMPORARY ABSENCE BR **416-965-4283**
Corr Serv Temporary Absence Br operates the temporary absence (T.A.) program which allows inmates, through conditionally approved permits on a day to day basis, or for further specified periods as authorized, to commence or continue their education or jobs while residing in correctional institutions serving their sentences. The T.A. program is also used to screen offenders who want to visit their homes to maintain family and community ties, to attend hospital for

diagnosis and treatment, and for job or educational interviews. Contact regional institutions housing the inmate, or the Coordinator, Temporary Absence Branch.

CORR SERV VOLUNTEER PROGRAMS BR **416-965-6424**

Corr Serv Volunteer Programs Br coordinates volunteer work in helping the ministry in its rehabilitation programs for probationers and adult offenders in provincial correctional institutions and juveniles in training schools. Operates an information bank of resource material concerning volunteer involvement.

CORRECTIONAL CENTRES

Correctional Centres, see Correctional Institutions

CORRECTIONAL INSTITUTIONS

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Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

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Corr Serv Industrial Programs Br develops and coordinates correctional institutions industrial programs and operations such as manufacturing provincial park picnic tables, institutional furniture, motor vehicle licence plates, and canned fruits and vegetables, to encourage meaningful and productive activities by inmates.

416-965-7056

Corr Serv Inspection And Standards Br regularly inspects provincial correctional institutions and training schools housing juvenile and adult offenders, to ensure their safety, security and well being. Also conducts internal investigations when requested by the ministry.

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Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

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CORRESPONDENCE COURSES

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises

special education officers and recommends program policy for exceptional students in local schools.

COUNSELLING

Counselling, see also Debt Counselling

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-5591

Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

416-965-1483

Civ Serv Personnel Admin Br Central, provides consultative and administrative services to the ministries that do not belong to the three policy fields, in addition to these offices: Management Board, Civil Service Commission, Provincial Auditor's, Lieutenant Governor's, Legislative, Policy Field Secretariats, Premier's and the Cabinet. Other duties include: development and administration of manpower planning, development and implementation of management compensation plans, provision of technical (personnel) training and career counselling services. Coordinates a centralized program for placement of redundant personnel.

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-4511

Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

416-965-1537

Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

COUNTERFEITING

416-965-8117

Sol Gen OPP Anti-Rackets Br provides assistance to all police forces and government agencies in Ontario on investigations relating to white collar crime, counterfeiting and forgery. To contact Counterfeit & Forgery Section, call 965-1883.

COUNTY

County, see Municipalities

COUNTY COURT

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

COURTS

416-965-2831

Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises

prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-965-9417

Att Gen Management Information System Br, Courts Administration Program, provides information on the activities of courts in Ontario to Ministry staff and interested groups. Collects data through manual and computerized systems. The manual system collects aggregate information on activity in the Sheriffs Offices in the Supreme, County, Surrogate and Provincial Courts. The computerized system is a case flow system for criminal cases.

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are

commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-7502
Att Gen Systems Development Br, Programs and Administrative Division, provides the Ministry with a resource of personnel skilled in various management techniques. Provides analysis and design of systems, applying some of these to computer operations, to realize adequate and less costly administration of justice. One such system is the County of York Court Loading and Operation System (CYCLOPS II) which is a loading and scheduling system for minor traffic courts in this Judicial District, combined with complete administrative control over the Summons Office and the Court Offices. Sub-functions of this program include the North York traffic tribunal system and the driver licence suspension system. The Branch provides flowcharts of the activities of the courts; namely, the civil process, criminal proceedings and family court functions. These charts are used in the Bar admission course and by universities, colleges and high schools.

416-965-4511
Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

CRAFTS

Crafts, see also Arts

416-965-6256
Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

416-965-6763
Cult & Rec Resource Centre provides an information service to

staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

CRANE

Crane, see Hoisting Plants

CREDIT

416-965-7661

Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

416-965-6471

CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

416-965-2513

CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials.

Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

CREDIT UNIONS

416-965-2515

CCR Credit Unions Br sets minimum standards for, and supervises, credit unions and caisses populaires. These standards govern the incorporation, management audit and dissolution of credit unions.

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

416-965-4575

TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

CREMATION

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

CREMATORIUM

Crematorium, see Cemeteries

CRIMINAL

Criminal, see also Inmates

Att Gen Criminal Appeals & Special Prosecutions Branch under the Crown Law Office, is responsible for the preparation and trial of all Criminal Appeals arising in the province, whether the Crown is the Respondent or the Appellant. Conducts special prosecutions undertaken at the direction of the Attorney General and/or Deputy Attorney General. The branch deals solely with the Defence Bar, the Police, Crown Attorneys, and does not deal with the public.

416-965-2834

Att Gen Crown Attorneys System supervises Crown Attorneys in the 47 Districts and Counties throughout Ontario. Provides consultation with Crown Attorneys with respect to particular criminal matters. Responsible for hiring Crown staff. Consults with other ministries on administrative matters, e.g. Crown Attorneys' office accommodation, etc.

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416-965-5181
CCR Lotteries Br issues licences, supervises and controls all lottery operators in Ontario. These include bingos, raffles, and games of chance operated within the Criminal Code of Canada. Copies of the regulations are available from the branch on request.

CRIMINAL ACTIVITIES

Criminal Activities, see also Organized Crime, Criminal

416-965-4456
Sol Gen OPP Central Records & Communications Br maintains a central police records centre, the Ontario Provincial Police (OPP) teletype network, and Canadian Police Information Centre (CPIC) computer terminals at OPP installations. The branch provides management information; also disseminates information relating to criminal activities, suspended Ontario drivers, and vehicle registration data to law enforcement agencies.

416-965-8105
Sol Gen OPP Criminal Investigation Br provides assistance to all police forces in Ontario, and to other Ontario Government Agencies, in the investigation of serious criminal activities.

CRIMINAL CODE

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-4488

Sol Gen OPP Registrar of firearms approves issuing of permits to register and carry firearms in Ontario as outlined in the Criminal Code (Canada). Maintains a central registry of all Ontario's registered firearms.

CRIMINAL INTELLIGENCE

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

CROP COMPETITIONS

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

CROP INSURANCE

416-965-1811

Ag & Food Ontario Crop Insurance Commission makes available to farmers a crop insurance plan for all commercial insurance crops. Contact regional Ontario Crop Insurance Commission office.

CROPS

416-965-1241

Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-1811

Ag & Food Ontario Crop Insurance Commission makes available to farmers a crop insurance plan for all commercial insurance crops. Contact regional Ontario Crop Insurance Commission office.

416-965-1081

Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

CROWN ATTORNEYS

416-965-2834

Att Gen Crown Attorneys System supervises Crown Attorneys in the 47 Districts and Counties throughout Ontario. Provides consultation with Crown Attorneys with respect to particular criminal matters. Responsible for hiring Crown staff. Consults with other ministries on administrative matters, e.g. Crown Attorneys' office accommodation, etc.

416-965-7338

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CROWN EMPLOYEES GRIEVANCE SETTLEMENT

416-965-1410

Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

CROWN LAND

Crown Land, see also Land

416-965-2761

Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a

description of functions, see first entries under financial management, accounting and audit.

416-965-2899
Nat Res Land Use Coordination Br establishes methods and procedures to coordinate planning for the use of crown land. Participates in land use planning done by other ministries. Prepares lake development plans (965-5344). Coordinates the preparation of environmental assessments for the Ministry subject to the Environmental Assessment Act, 1975 (965-2781).

416-965-2741
Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-6225
Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

CROWN LAW OFFICE

416-965-2831
Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes

administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

Att Gen Criminal Appeals & Special Prosecutions Branch under the Crown Law Office, is responsible for the preparation and trial of all Criminal Appeals arising in the province, whether the Crown is the Respondent or the Appellant. Conducts special prosecutions undertaken at the direction of the Attorney General and/or Deputy Attorney General. The branch deals solely with the Defence Bar, the Police, Crown Attorneys, and does not deal with the public.

CULT & REC ADMINISTRATIVE SERVICES BR **416-965-1237**
Cult & Rec Administrative Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

CULT & REC ADVISORY COUNCIL ON FRANCO-ONTARIAN **416-965-0598**
Cult & Rec Advisory Council on Franco-Ontarian Affairs provides the Ministry of Colleges and Universities and the Ministry of Culture and Recreation with advice on the special needs of Franco-Ontarians and determines the impact of government programs on the French community in Ontario. The Council also maintains liaison between the two ministries and the Franco-Ontarian community in general.

CULT & REC ARCHIVES OF ONTARIO **416-965-4030**
Cult & Rec Archives Of Ontario acquires significant unpublished documents to preserve Ontario's historical heritage and to retain information of long-term operational value to government ministries. Obtains from Ontario government agencies, through statutory control, important non-current records, and from other sources, through donation or purchase, any important manuscripts, maps, pictures, early newspapers, etc. dealing with Ontario history. Operates a public reading room for those doing historical, legal or other research. The Archives welcomes information on the location of historical material.

CULT & REC ART GALLERY OF ONTARIO **416-361-0414**
Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference

library and painting classes for children and adults.

CULT & REC CAPITAL SUPPORT UNIT **416-965-5399**
Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

CULT & REC CITIZENS' INQUIRY BRANCH **416-965-3535**
Cult & Rec Citizens' Inquiry Branch is an information service which provides information about, or referral to, all Ontario Government ministries. It is a resource for other government ministries, Members of Provincial Parliament (MPPs) and community or private organizations, and provides its service to those referred from these sources. The Citizens' Inquiry Branch refers the inquirer to the appropriate source of information or coordinates information and services for those unable to do so themselves.

CULT & REC CITIZENS' INQUIRY BRANCH WINTARIO **416-923-1126**
Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

CULT & REC CITIZENSHIP BR **416-965-1192**
Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

CULT & REC CJRT-FM **416-595-5281**
Cult & Rec CJRT-FM provides increased educational

opportunities for the citizens of the province of Ontario by offering programming for credit courses in educational institutions as well as programming designed to provide a better understanding and appreciation of such fields of interest as the arts, music, literature and history. The program content, other than the open sector programming, consists of non-commercial programming of musical offerings.

CULT & REC COMMUNICATIONS BR **416-965-0615**
Cult & Rec Communications Br provides communications policy advice in addition to writing, editorial and media relations services to the Minister, Deputy Minister and all programs of the Ministry of Culture and Recreation. Provides information service to the public about activities of the ministry.

CULT & REC COMMUNITY ARTS DEVELOPMENT BR **416-965-6256**
Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

CULT & REC COMMUNITY INFORMATION SERVICES **416-965-6621**
Cult & Rec Community Information Services program provides eligible individual community information centres with funding through grants and advises them on matters such as information management, policy, staffing and volunteer training. Contact field offices.

CULT & REC CONSERVATION REVIEW BOARD **416-965-2336**
Cult & Rec Conservation Review Board holds hearings arising out of owners' objection to municipal designation of property as historically or architecturally significant. The Conservation Review Board reports its opinion to the municipal council. Hearings are also held where Minister proposes to refuse issuance of archaeological licence, or designates property as an archaeological or historic site.

CULT & REC CULTURAL INDUSTRIES BR **416-965-6487**
Cult & Rec Cultural Industries Br is involved with the film industry, recording industry, book publishing and periodicals industries. Provides liaison with various levels of government and industries themselves. Does not give grants or loans. Main emphasis is on policy development. Contact regional offices or main office.

CULT & REC CULTURAL OLYMPIC **416-965-0142**
Cult & Rec Cultural Olympic Coordinating Office (COCO) is

responsible for stimulating arts activities in conjunction with the 1976 Summer Olympics. Works with the Ontario Folk Arts Council and other groups. Grants are available for special Olympic-oriented events. Contact regional offices or main office.

CULT & REC FESTIVAL ONTARIO **416-965-6256**
Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

CULT & REC FIELD SERVICES BR **416-965-0617**
Cult & Rec Field Services Br, through six regional offices and several sub-offices in Ontario, brings into focus the Ministry's programs at local level so that communities may enjoy a full range of recreation and cultural activities. These consultative services, which include assessment of needs and setting of objectives, planning, staffing, budgeting and financial assistance, provide liaison between the community and the agencies that are sources of assistance. This service is used by organizations in the public sector such as libraries and recreation committees of municipalities, and the private sector such as multicultural groups and associations. Contact regional offices.

CULT & REC FINANCE BR **416-965-4832**
Cult & Rec Finance Br supplies the ministry with accounting services and financial management. For description of functions see first entries under accounting and financial management.

CULT & REC HERITAGE ADMINISTRATION BR **416-965-4021**
Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

CULT & REC HERITAGE TRUSTS BR **416-965-5727**
Cult & Rec Heritage Trusts Br supports the acquisition by the Ontario Heritage Foundation, through donation or purchase, of buildings of historic or architectural value. Acquires, usually by donation, parkland of scenic, recreational or archaeological interest. Acts as official recipient of gifts of works of art to the province. Following acquisition, arrangements are made for restoration or conservation where necessary, as well as for custody, use or display.

CULT & REC HISTORICAL PLANNING AND RESEARCH BR **416-965-4490**
Cult & Rec Historical Planning And Research Br provides historical research and archaeological information needed in the planning and development of Ontario government programs. Provides the Ontario Heritage Foundation with professional archaeological assistance. Answers inquiries about archaeological licences.

CULT & REC HURONIA HISTORICAL PARKS **705-526-7838**
Cult & Rec Huronia Historical Parks. The Ministry of Culture and Recreation operates and maintains historical attractions at Midland (Sainte Marie Among the Hurons) and Penetang (Historic, Naval and Military establishments). Ste. Marie Among the Hurons has been reconstructed on its original site and is open to the public as an historical exhibit. The Naval and Military Establishments have been restored and partially reconstructed, and are open to the public as an historical attraction. Both parks are maintained and operated to promote an appreciation of the Indian, French and British themes in the history of the Huronia area through public visitation. Both sites have interpretive and demonstration programs and are staffed by interpretive and maintenance staff. Contact Huronia Historical Parks, Midland, Ontario (Tel. 705 526-7838).

CULT & REC INDIAN COMMUNITY SECRETARIAT **416-965-5003**
Cult & Rec Indian Community Secretariat assists Ontario native peoples in both on-reserve and off-reserve communities, in gaining full access to existing services of ministries, and in the development of self-determination and community leadership and initiative. Provides liaison between native groups and various levels of government. Where provincial funding channels do not exist, the Secretariat may consider projects from Indian Band Councils or incorporated bodies on a one-term last-resort basis. Contact field office or main office.

CULT & REC INTERNAL AUDIT **416-965-9941**
Cult & Rec Internal Audit is responsible for the ministry's audit function. For a description of functions see first

entry under audit.

CULT & REC LEGAL SERVICES BR **416-965-5793**
Cult & Rec Legal Services Br provides legal services for the ministry and its agencies. For a description of branch activities see first entry under legal services.

CULT & REC MCMICHAEL CANADIAN COLLECTION **416-893-1121**
Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

CULT & REC MULTICULTURAL DEVELOPMENT BR **416-965-6621**
Cult & Rec Multicultural Development Br aims to improve the quality of the social environment in Ontario by facilitating community participation in: multicultural development processes through the encouragement of an appreciation and understanding of specific cultures in our multicultural society; the encouragement of information sharing through intercultural workshops; the promotion within institutions of an awareness and sensitivity to cultural differences; and community development processes through the facilitation of citizen involvement in local, regional and provincial decision-making processes of both the public and private sector; the encouragement of balanced social/economic community planning and development. Professional staff provide consultative services, publish handbooks and directories. Multicultural development and community development grants are available. Contact field offices or main office.

CULT & REC O E C A **416-484-2600**
Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

CULT & REC OFFICE OF ATHLETICS COMMISSIONER **416-965-4173**
Cult & Rec Office Of Athletics Commissioner encourages amateur sport by donating equipment to minor sports groups

and giving awards to winners of Ontario championships. The Athletics Commissioner supervises amateur and professional boxing and professional wrestling. Licenses professional boxers and wrestlers.

CULT & REC OLD FORT WILLIAM 807-485-1555

Cult & Rec Old Fort William. The Ministry operates and maintains Old Fort William to promote an appreciation of the great fur trading activity of the 19th century in Canadian history. The Fort has been reconstructed, nine miles from its original site and is open to the public as an historical attraction. The site offers an interpretive and demonstration program for the public. Old Fort William is staffed by both interpretive and maintenance staff. Contact Old Fort William, Thunder Bay F, Ontario, Telephone 807 485-1555.

CULT & REC ONTARIO ARTS COUNCIL 416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

CULT & REC ONTARIO HERITAGE FOUNDATION 416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

CULT & REC ONTARIO HISTORICAL STUDIES SERIES **416-487-6142**
Cult & Rec Ontario Historical Studies Series Project produces comprehensive, scholarly and readable books on the historic development of Ontario. The series is divided into six parts: Bibliography of Ontario History; Biographies of major Premiers; Historical Atlas; Theme studies on aspects of Ontario's economic, social, political and cultural development; General history; and Oral history featuring interviews with people who have played a key role in Ontario's development. The series receives financial support from the Ministry of Culture and Recreation. Contact Ontario Historical Studies Series at Telephone 416 487-6142.

CULT & REC ONTARIO LOTTERY CORPORATION **416-961-6262**
Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

CULT & REC ONTARIO SCIENCE CENTRE **416-429-4100**
Cult & Rec Ontario Science Centre conducts a varied program of education in the origins and development of science and technology and in Ontario's role in this progress. Located at Don Mills and Eglinton Ave. in North York, the Ontario Science Centre is open to the public daily and offers tours to school classes.

CULT & REC ONTARIO SPORTS TRAINING CENTRE **416-844-8171**
Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

CULT & REC PERSONNEL BR **416-965-0225**
Cult & Rec Personnel Br performs the personnel functions for the Ministry of Culture and Recreation. For a description of functions see first entry under personnel.

CULT & REC POLICY PLANNING BR **416-965-9942**
Cult & Rec Policy Planning Br provides the ministry and its agencies with policy planning support. This includes policy analyses and research, policy coordination, coordination of multi-year plan activities, development of information systems, and interpretation of statistical information. Represents the ministry in interministerial policy development committees.

CULT & REC PROVINCIAL LIBRARY SERVICES **416-965-2696**
Cult & Rec Provincial Library Services is responsible for public libraries throughout Ontario. Provides library grants, library by-laws and statistics, and other information assistance. Maintains close liaison with associations related to library functions and develops library services on a province-wide basis. Publishes the Ontario Library Review and In Review: Canadian Books For Children.

CULT & REC RESOURCE CENTRE **416-965-6763**
Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

CULT & REC ROYAL BOTANICAL GARDENS **416-527-1158**
Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

CULT & REC ROYAL ONTARIO MUSEUM **416-928-3690**
Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday

Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

CULT & REC SIMCOE MEMORIAL FOUNDATION **416-965-2673**
Cult & Rec Simcoe Memorial Foundation is responsible for the upkeep of Wolford Chapel in Devon, England, where Ontario's first Lieutenant Governor, John Graves Simcoe and his wife are buried. The Foundation is also engaged in projects to make better known Simcoe's life and works.

CULT & REC SPECIAL SERVICES BR **416-965-2625**
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

CULT & REC SPORTS SERVICES BR **416-965-6546**
Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

CULT & REC TRANSLATION BUREAU **416-965-2891**

Cult & Rec Translation Bureau provides translation services for government ministries and special purpose bodies, and for landed immigrants who need official documents translated in order to find work or pursue their training in Ontario.

CULTURAL

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-965-0617

Cult & Rec Field Services Br, through six regional offices and several sub-offices in Ontario, brings into focus the Ministry's programs at local level so that communities may enjoy a full range of recreation and cultural activities. These consultative services, which include assessment of needs and setting of objectives, planning, staffing, budgeting and financial assistance, provide liaison between the community and the agencies that are sources of assistance. This service is used by organizations in the public sector such as libraries and recreation committees of municipalities, and the private sector such as multicultural groups and associations. Contact regional offices.

416-965-6621

Cult & Rec Multicultural Development Br aims to improve the quality of the social environment in Ontario by facilitating community participation in: multicultural development processes through the encouragement of an appreciation and

understanding of specific cultures in our multicultural society; the encouragement of information sharing through intercultural workshops; the promotion within institutions of an awareness and sensitivity to cultural differences; and community development processes through the facilitation of citizen involvement in local, regional and provincial decision-making processes of both the public and private sector; the encouragement of balanced social/economic community planning and development. Professional staff provide consultative services, publish handbooks and directories. Multicultural development and community development grants are available. Contact field offices or main office.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

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Cult & Rec Ontario Historical Studies Series Project produces comprehensive, scholarly and readable books on the historic development of Ontario. The series is divided into six parts: Bibliography of Ontario History; Biographies of major Premiers; Historical Atlas; Theme studies on aspects of Ontario's economic, social, political and cultural development; General history; and Oral history featuring interviews with people who have played a key role in Ontario's development. The series receives financial support from the Ministry of Culture and Recreation. Contact Ontario Historical Studies Series at Telephone 416 487-6142.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and

application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-3356
TE & IA External Activities Coordination Secretariat advises on and coordinates Ontario's participation in Canada's international activities (external aid, cultural, scientific, etc.). Assesses effects of external agreements on province. Coordinates roles, other than financial, of Ontario ministries in the Ontario-Quebec Permanent Commission (OQPC), for cultural and educational exchange programs.

CULTURAL EXCHANGES

416-965-5635
Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

CULVERTS

416-248-3492
TR & Comm Structural Office, Engineering Services Branch designs bridges and retaining walls on highways and prepares plans and contract documents for their construction. Reviews proposed designs of municipal bridges and culverts and inspects them to determine safe loads, maintenance needs and structure life. Recommends enactment of muncipal load limit bylaws. Generates and maintains structural standards, structural manuals and handbooks and design aids.

CURRICULUM

416-965-5375

Coll Univ Program Resources Br develops training standards and outlines, coordinates curriculum, and generally supports the training programs undertaken by the ministry's training delivery branches: College Affairs (Institutional), and Industrial Training.

416-965-5982

Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the development of new learning materials.

416-965-6789

Educ Curriculum Services Br is the initiating, coordinating and integrating unit for curriculum input to the ministry and for implementation of curriculum policies. Promotes community use of schools. Administers summer courses for teachers (phone: 965-2686).

DAIRY

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes

all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

DAMS

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

DANCE

Dance, see Arts

DAY CARE

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

DAY NURSERIES

Day Nurseries, see Day Care

DEAF

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises

special education officers and recommends program policy for exceptional students in local schools.

DEALERS

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-3025

CCR Motor Vehicle Dealers Br registers dealers and salesmen of new and used motor vehicles. Investigates complaints received in writing concerning transactions relating to the purchase and sale of motor vehicles. Contact Queen's Park or Regional Office.

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

DEATH DUTIES

416-965-1700

Revenue Succession Duty Br is responsible for the Succession

Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

DEATHS

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

416-965-1554

Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

DEBENTURES

416-965-5431

CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-2914

TE &IA Finance Management Br issues and retires Province Ontario debt securities (debentures, bonds) and treasury bills. Manages principal cash resources. Monitors provincial income and expenditure cash flow.

416-965-6691

TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

DEBT

416-965-5591

Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact

district office.

DEBT SECURITIES

Debt Securities, see Debentures

DEFAULTED FINES

416-965-1578

TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions. Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

DELINQUENTS

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

DEMERIT POINT

416-965-1578

TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions. Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

DENTAL

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-6491

Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-965-5036

Health Health Promotion Br Dental Consultants provide consultation to health agencies in Ontario in preventive dental care and dental health (Contact local Public Health agency). Provide grants to dentists in underserviced areas. Deal with all Ministry policy about dental care. See also other sections in Health Health Promotion Br described separately.

416-965-5884

Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

DENTISTS

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of

Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

416-965-5036
Health Health Promotion Br Dental Consultants provide consultation to health agencies in Ontario in preventive dental care and dental health (Contact local Public Health agency). Provide grants to dentists in underserviced areas. Deal with all Ministry policy about dental care. See also other sections in Health Health Promotion Br described separately.

416-965-2181
Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

416-965-5887
Health Research Br Grants Program provides health research grants for the following purposes: to support applied and developmental health research (Tel. 965-5889) mainly based at Health Sciences Complexes, including hospitals (principal areas that qualify are operational, epidemiological and developmental research projects involving training or service, as well as acupuncture research); to support innovative and resource developments in the organization and delivery of health service, including evaluation of health care (Tel. 965-5889); to support establishment of community health facilities providing innovative health care, community practice units, and community programs teaching primary ambulatory care to health professionals on team-care approach (Tel 965-5887); to encourage doctors (965-1170) and dentists (965-5036) to set up practices in underserviced areas; and to attract individuals to priority health training programs (965-5887).

DENTURE THERAPISTS

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

DEPTH CHARTS

Depth Charts, see Maps

DESERTED WIVES

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

DESIGN FOR DEVELOPMENT

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and

Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

DESTITUTE WIVES

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

DETENTION CENTRES

Detention Centres, see Correctional Institutions

DETOXIFICATION CENTRES

416-965-8045

Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements and monitors new and existing programs and establishes related standards and guidelines.

DEVELOPERS

416-965-0250

Housing OHC HOME Housing Production Br is responsible for development of land in municipalities throughout Ontario in order to produce serviced lot units. These units are passed

to the Marketing Branch and sold, through the developers, to the general public under the Home Ownership Made Easy (HOME) plan.

416-965-9838

Housing OHC Marketing Br. Under the Home Ownership Made Easy (HOME) plan, the Ontario Housing Corporation (OHC) acquires and develops land and then arranges for developers to build housing for sale to qualified moderate income families. Purchasers buy the houses and the land subject to two preferred interest rate mortgages: the first mortgage is on the house and second mortgage is on the full market value of the land, although the purchaser initially pays principal and interest only on the government's cost of the land. The difference between the government's cost and market value does not have to be paid off for 35 years or until re-sale, whichever is sooner. Contact with the public on HOME houses is through this branch.

416-965-3173

Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and private industry towards accelerated servicing of residential land and production of housing with an acceptable range of prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through Ontario Mortgage Corporation.

DIAL-A-BUS

416-248-3991

TR & Comm Systems Research Human & Social Factors Research. The Systems Research & Development Br aims to improve public transportation service acceptability by studying rider attitudes, preferences, etc. concerning all conventional modes of transport, as well as Dial-a-Bus and Trans-Cab. Studies social impact of ministry programs through citizen involvement procedures. These include the effects of noise and land-use implications resulting from transportation improvements.

DIESEL FUEL

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or

distributors.

DIPLOMAS

416-965-2609

Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

DISABILITY

Disability, see also Disabled

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-226-2700

Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

416-965-2097

Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be

referred to the Pension Commission of Ontario (965-2961).

416-965-9868
Housing OHC Tenant Placement Br accepts and processes applications for rent-geared-to-income housing within Metropolitan Toronto. Applications accepted in person or by mail addressed to Housing Registry, Ontario Housing Corporation, 101 Bloor St., W., Toronto (Tel. 965-9915). Applicants must have 12 months residency within Metro Toronto in the past 5 years. Rent-geared- to-income program provides accommodation for families but will consider senior citizens and persons with permanent disability. Housing is offered to families in greatest need when vacancies occur.

416-965-8500
Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

DISABLED
See also Disability

416-965-2648
Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363
Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-9337
Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

416-965-8470
Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial '0' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

416-965-8500
Workmen's Compensation Board (WCB) administers the Workmen's

Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

DISCLOSURE

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

DISCRIMINATION

416-965-6841

Ontario Human Rights Commission administers the Ontario Human Rights Code to achieve equal treatment for all people in the areas of employment, housing, public accommodation such as hotels and restaurants, and related advertising, regardless of race, creed, colour, age, sex, marital status, nationality, ancestry or place of origin. Complaints of discrimination are investigated and conciliated. Educational efforts are made to eliminate prejudice. Publications on human rights are available. Community problem-solving in tense situations is undertaken. The Commission reports to the Legislature through the Minister of Labour. Contact regional offices.

DISEASE

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers.

Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-965-2528

Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

416-965-7678

Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

416-965-4058

Health Community Health Protection Br VD (venereal disease) clinics for the diagnosis and treatment of VD are located throughout the province. Provides advice to physicians re management of VD cases and educates public on all aspects of venereal disease. Contact local Public Health unit. In

Metro Toronto, call any time, Tel. 965-3333. See also other sections in Health Community Health Protection Br described separately.

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094
Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

416-248-3161
Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

DISTRICT HEALTH COUNCILS

416-965-8059
Health Community Health Services Area Planning Coordinators. The five Area Planning Coordinators promote the establishment of local health planning bodies (District Health Councils), and foster health planning activities throughout their areas. Act as prime Ministry contact for health planning.

DISTRICTS

Districts, see Municipalities

DIVORCE

416-965-2831
Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and

agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

416-965-1865

Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's jurisdiction is province-wide.

416-363-4101

Att Gen Supreme Court of Ontario answers general questions on court procedure and the status of actions before the court on personal attendance only. There is a local office of the Supreme Court of Ontario in every county. The central office in Toronto handles all actions which commence in the Judicial District of York. The divisional Court and Court of Appeals Offices are also at Toronto. Copies of divorce papers are available from the Registrar of the Supreme Court Office where divorce action was originated. If originated in the Judicial District of York, contact 965-5563. Questions about legal rights and advice should be referred to a lawyer.

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

DOCKS

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

DOCTORS

416-965-4884

Health Community Health Services Project Development and Implementation Group serves community or professional groups wishing to develop Community Health Service Organizations (HSOs). By providing expertise, the Ministry aims to create an environment that will encourage an orderly evolution of primary health care oriented to today's needs. The Alternate Payment Program serves doctors and hospitals wishing to negotiate non-fee-for-service arrangements (i.e. salaries, sessional payments) for desirable health care programs. The Financial Incentive Program (Underserviced Area Program) attracts doctors to practise in rural and isolated communities that have difficulties in obtaining physicians' services.

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

416-248-3161

Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7

Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

416-965-5887

Health Research Br Grants Program provides health research grants for the following purposes: to support applied and developmental health research (Tel. 965-5889) mainly based at Health Sciences Complexes, including hospitals (principal areas that qualify are operational, epidemiological and developmental research projects involving training or service, as well as acupuncture research); to support innovative and resource developments in the organization and delivery of health service, including evaluation of health care (Tel. 965-5889); to support establishment of community health facilities providing innovative health care, community practice units, and community programs teaching primary ambulatory care to health professionals on team-care approach (Tel 965-5887); to encourage doctors (965-1170) and dentists (965-5036) to set up practices in underserviced areas; and to attract individuals to priority health training programs (965-5887).

DOMESDAY BOOK

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

DRAINAGE

416-965-9433

Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide financial assistance to improve productivity of agricultural land.

DRAINAGE BASINS

Drainage Basins, see Basins

DRAMA

Drama, see Arts

DRINKING WATER

416-965-7678

Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

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DRIVE-IN THEATRES

Drive-In Theatres, see Theatres

DRIVERS

416-965-6701

CCR Motor Vehicle Accident Claims Fund (MVAC) compensates victims of accidents caused by drivers of uninsured vehicles by administering the Motor Vehicle Accident Claims Act.

416-965-4456

Sol Gen OPP Central Records & Communications Br maintains a central police records centre, the Ontario Provincial Police (OPP) teletype network, and Canadian Police Information Centre (CPIC) computer terminals at OPP installations. The branch provides management information; also disseminates information relating to criminal activities, suspended Ontario drivers, and vehicle registration data to law enforcement agencies.

416-965-1578

TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions.

Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

416-965-7143

TR & Comm Driver Licensing Office issues an appropriate drivers licence to all eligible applicants in Ontario, including learners permits, renewals, replacements and corrections of licences. Collects and refunds appropriate fees to drivers. For driver examination contact regional or district offices.

416-965-6663

TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

DRUG ABUSERS

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-595-6100

Health Addiction Research Foundation (ARF) conducts research and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

DRUG BENEFIT

416-965-6686

Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

416-965-9337

Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing

to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

DRUGS

Drugs, see also Drug Abusers, Drug Benefit

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

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416-965-4094

Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described

separately.

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416-965-8114

Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and suppression of illegal drugs.

DUTY-FREE STORES

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

EASEMENTS

Easements, see Rights of Way

EASTERN ONTARIO DEVELOPMENT CORPORATION

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

ECONOMETRIC

416-965-4801

TE & IA Econometric Research Br compiles the Ontario Economic Accounts; conducts econometric studies and maintains an econometric forecasting model for Ontario. Operates the input-output system of the Ontario economy. Main clients served are Ontario government ministries and agencies. Research liaison is maintained with universities and the federal government.

ECONOMIC

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-487-6142
Cult & Rec Ontario Historical Studies Series Project produces comprehensive, scholarly and readable books on the historic development of Ontario. The series is divided into six parts: Bibliography of Ontario History; Biographies of major Premiers; Historical Atlas; Theme studies on aspects of Ontario's economic, social, political and cultural development; General history; and Oral history featuring interviews with people who have played a key role in Ontario's development. The series receives financial support from the Ministry of Culture and Recreation. Contact Ontario Historical Studies Series at Telephone 416 487-6142.

416-965-4392
Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and economic data on Ontario manufacturing: to Industrial Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

416-965-3303
Labour Employment Adjustment Service provides consultation and liaison for labour and employers to help them cope with the effects on employment of technological and economic change. Also helps them to make use of public and private sector programs when faced with potential unemployment problems.

416-965-4801
TE & IA Econometric Research Br compiles the Ontario Economic Accounts; conducts econometric studies and maintains an econometric forecasting model for Ontario. Operates the input-output system of the Ontario economy. Main clients served are Ontario government ministries and agencies. Research liaison is maintained with universities and the federal government.

416-965-5454
TE & IA Economic Analysis Br monitors economic and social developments in Ontario, Canada and elsewhere. Provides provincial government with consultative services on short-term consequences for Ontario of proposals from government and the public. Studies include population and labour aspects, among others. (Contact 965-6613).

416-965-4315

TE & IA Ontario Economic Council is an advisory group reporting to the Government on a wide range of economic and other matters, such as urban affairs, social security, health and education policy. The Ontario Economic Council (OEC) coordinates its work with the Economic Council of Canada and government ministries. The OEC publishes an annual report which details research publications and work in progress.

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

EDIBLE OILS

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

EDUC COMMUNICATIONS SERVICES BR **416-965-6407**

Educ Communications Services Br is the information service for the Ministry of Education. For a description of activities see first entry under information service. In addition its information analysis centre provides the Ministry of Education with library services, a newspaper clipping service, conference information, and selective dissemination of information relevant to ministry projects.

EDUC COUNCIL ON FRENCH LANGUAGE SCHOOLS **416-965-2190**
Educ Council On French Language Schools ensures the continuing development of education for French-speaking students in Ontario. The Council advises the Minister of Education and his Deputy on all matters pertaining to French language schools.

EDUC CURRICULUM DEVELOPMENT BR **416-965-5982**
Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the development of new learning materials.

EDUC CURRICULUM SERVICES BR **416-965-6789**
Educ Curriculum Services Br is the initiating, coordinating and integrating unit for curriculum input to the ministry and for implementation of curriculum policies. Promotes community use of schools. Administers summer courses for teachers (phone: 965-2686).

EDUC EDUCATIONAL EXCHANGE & SPECIAL PROJECTS **416-965-5635**
Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

EDUC EDUCATIONAL RELATIONS COMMISSION **416-922-7679**
Educ Educational Relations Commission was established in 1975 to set out negotiation procedures for teachers and school board bargaining. Assists in negotiations, provides mediators, supervises votes for strikes and lockouts, and advises the Lieutenant Governor in Council when the strike or lockout is jeopardizing the students' education.

EDUC FINANCIAL MANAGEMENT BR **416-965-2611**
Educ Financial Management Br, besides the normal functions of

financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

EDUC INFORMATION SYSTEMS & RECORDS BR **416-965-2609**

Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

EDUC LANGUAGES OF INSTRUCTION COMMISSION **416-965-3155**

Educ Languages of Instruction Commission of Ontario was established to help resolve disputes between school boards and parents over the provision of education programs in the language of a minority group, French or English as the case may be.

EDUC LEGISLATION BR **416-965-5427**

Educ Legislation Br, besides its internal service to the Ministry of Education, provides information service and advice to school boards, municipalities, teachers and the public about education legislation that affects their rights, duties and responsibilities. Branch can also be reached at these Toronto numbers: 965-5428, 965-4556, 965-2621 and 965-2060. For a description of the internal service function, see first entry under legal services.

EDUC MANAGEMENT SERVICES BR **416-965-2308**

Educ Management Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services. Maintains micro files on teachers, records and forms management, administrative systems, word processing centre, warehouse and distribution centres.

EDUC PERSONNEL BR **416-965-2222**

Educ Personnel Br performs the personnel functions for the

Ministry of Education. For a description of branch activities, see first entry under personnel.

EDUC PLANNING AND RESEARCH BR **416-965-2666**
Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

EDUC SCHOOL BUSINESS & FINANCE BR **416-965-2947**
Educ School Business & Finance Br sets standards for, advises on, and supervises audits of school boards. Determines how provincial grants to local boards will be distributed. Provides architectural advice to all boards and to ministry on building needs, for construction of elementary and secondary schools.

EDUC SPECIAL EDUCATION BR **416-965-2663**
Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

EDUC SUPERVISORY SERVICES BR **416-965-2228**
Educ Supervisory Services Br serves as a main channel of communication between the Ministry and private, correctional and Department of National Defence schools, organizations of teachers, principals, trustees and school officials. Administers the examination of candidates for supervisory officers certificates. Advises on all aspects of school administration. The office of the Provincial School Attendance Counsellor is located at this branch. Contact regional office.

EDUC TEACHER EDUC & CERTIFICATION BR **416-965-1341**
Educ Teacher Educ & Certification Br approves and supervises programs of teacher education offered by teacher education institutions and administers Ontario Teacher Education

College (Hamilton & Toronto). Sets policy concerning regulations relating to certification of teachers of supervisory officers.

EDUC TEACHERS SUPERANNUATION COMMISSION **416-226-2700**
Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

EDUCATION
Education, see also Educ and Branch Name

416-965-6471
CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

416-965-5233
Coll Univ Ontario Council on University Affairs (OCUA) is an advisory body to the Minister of Colleges and Universities and to the Lieutenant Governor in Council on matters concerning the 15 provincially-assisted universities, Ryerson Polytechnical Institute, the Ontario Institute for Studies in Education, the Ontario College Of Art, and the Bar Admission Course (Law Society Of Upper Canada). For general information re universities, contact Coll Univ Information Branch, Toronto, 965-6134.

416-965-5095
Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

416-965-4885
Comm Soc Home Economics Consultants advise the Ministry and District Offices on food services and therapeutic nutrition. A Consultant on Early Childhood Education (965-5092) advises the ministry on the education of children.

416-965-4283
Corr Serv Temporary Absence Br operates the temporary absence (T.A.) program which allows inmates, through conditionally approved permits on a day to day basis, or for further specified periods as authorized, to commence or continue their education or jobs while residing in correctional institutions serving their sentences. The T.A. program is also used to screen offenders who want to visit their homes to maintain family and community ties, to attend hospital for diagnosis and treatment, and for job or educational interviews. Contact regional institutions housing the inmate, or the Coordinator, Temporary Absence Branch.

416-429-4100
Cult & Rec Ontario Science Centre conducts a varied program of education in the origins and development of science and technology and in Ontario's role in this progress. Located at Don Mills and Eglinton Ave. in North York, the Ontario Science Centre is open to the public daily and offers tours to school classes.

416-965-6763
Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

416-965-2625
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to

specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

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416-965-1341

Educ Teacher Educ & Certification Br approves and supervises programs of teacher education offered by teacher education institutions and administers Ontario Teacher Education College (Hamilton & Toronto). Sets policy concerning regulations relating to certification of teachers of supervisory officers.

416-965-5167

Health Communications Br provides information services, health education materials and health education programs for the Ministry of Health. For a description of activities, see first entry under information service.

416-965-8176

Health Health Promotion Br Maternal & Child Health Consultants promote community health programs related to prenatal and postnatal care and education, infant and preschool health, school health, family life education and family planning. See also other sections in Health Health Promotion Br described separately.

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

EDUCATIONAL COMMUNICATIONS

416-484-2600

Cult & Rec O E C A. The Ontario Educational Communications

Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

EDUCATIONAL TELEVISION

416-484-2600

Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

EFFLUENTS

Effluents, see Waste

ELDERLY

Elderly, see Senior Citizens

ELDERLY PERSONS HOUSING AID ACT

416-965-9656

Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

ELECTION

416-965-0455

Commission On Election Contributions & Expenses administers the Election Finances Reform Act, which provides for registration of political parties and constituency associations active in Ontario, and candidates in a provincial election. Limits political contributions to, and period of advertising and advertising expenses of, registered parties, constituency associations and candidates during a provincial election campaign. Provides subsidies to candidates with respect to election campaign expenses incurred. Requires filing of campaign period returns and annual financial statements of assets and liabilities by political parties and constituency associations.

416-965-6831

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

ELEVATING DEVICES

416-965-4150

CCR Elevating Devices Br inspects elevating devices, including ski installations, aerial tramways, golf incline lifts, escalators and moving walks and issues licences for their operation. Approves drawings of new installations and major alterations. Investigates accidents and complaints of unsafe conditions or improper use of these devices.

416-965-1328

Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

EMBALMERS

416-965-6611

CCR Cemeteries Br approves plans of cemetery area, rules and

regulations, deed forms and tariff of rates for cemeteries, burial grounds, church yards, mausolea, crematoria, columbaria and urn gardens. The branch also answers inquiries and investigates complaints about cemeteries. Contact Queen's Park or regional offices. For inquiries about funeral directors and embalmers, call the Board of Administration under the Embalmers and Funeral Directors Act. First Floor, 25 Grosvenor St., Toronto, 921-5164.

EMERGENCY

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-4891

Comm Soc Soldiers Aid Commission provides emergency welfare assistance to eligible war veterans and/or dependents who are in need. Administers trust funds accruing from bequests. Contact Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

416-965-2537

Env Pollution Control Br Contingency Planning Section promotes the organization and planning by industry, the municipalities and federal and provincial agencies to control and cope with pollution caused by emergency spills of contaminants.

416-965-8034

Health Ambulance Services Br, administering the Ambulance Act, has general supervision over, and dispenses funds to, licensed public ambulance services in Ontario. Provides Ontario Health Insurance Plan approval and guidance regarding air transfers and coordinates air ambulance transfers. Operates the Ontario Ambulance Services Information System (OASIS). The branch does not accept requests for emergency ambulance service, other than air transfers. If ambulance service is required, consult inside cover of local telephone

book or dial 'O' for operator.

EMISSIONS

Emissions, see Pollution

EMOTIONALLY DISTURBED

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-8067

Health Children's Mental Health Services Br, administering the Children's Mental Health Centres Act, authorizes the establishment, licensing, funding and setting of standards of facilities for centres that treat children and adolescents who are emotionally disturbed or suffer from mental disorder. Included in these residential or non-residential centres all over Ontario is the Four-Phase Service System, a network of independent programs serving severely disturbed teenagers from the Metro Toronto area. The branch also funds several out-patient clinics in general hospitals, and two Regional Centres at Ottawa and Sudbury which do not fall under the Act.

EMPLOYEE BENEFITS

416-965-9419

Civ Serv Benefits Policy Br develops, recommends, implements

and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

416-965-2002

Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

416-965-2097

Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

EMPLOYEE HOME OWNERS ASSISTANCE PLAN

416-965-6745

Govt Serv Realty Services Br is responsible for the appraisal, negotiation and surveying requirements for the acquisition and sale of real estate for most ministries, including land required for construction programs. Appraises, negotiates and acquires leased accommodation. Handles interim management of government property and disposes of such through sale or lease. Under the Employee Home Owners Assistance Plan, assists government employees transferred to other locations in Ontario, in selling their homes (Phone: 965-6748). Maintains an inventory of government-owned land, buildings, leases and accommodations.

EMPLOYEES

Employees, see also Labour

416-965-6149

Ag & Food Agricultural Manpower Services Br assists Ontario

farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

416-965-5761

Civ Serv General Services Br Staff Services Section administers the Quarter Century Club for government employees with twenty-five years of service. The club organizes banquets across the province and provides pins for new members. Other duties involve bookkeeping for the branch, hosting Canada-wide seminars held in Toronto, and involvement in other activities as required by the Civil Service Commission.

416-965-1438

Civ Serv General Services Br Staff Development and Training Section identifies training and development needs of employees in the Ontario government. Develops appropriate learning experiences to meet these needs, and evaluates the effectiveness of this training. There is a Staff Development Centre in Kempenfeldt Bay, Barrie, Ontario (tel. 705-728-2321).

416-965-4758

Civ Serv Personnel Admin branch ensures that ministries have and follow policies, guidelines and personnel management services necessary to acquire and retain employees and make best use of their capabilities. This also involves the classification of and the hiring for Ontario Public Service (OPS) positions. Also involved with the implementation of the Utilization of Human Resources (UHR) report. Specialized personnel administration branches deal with each government policy field. Following are telephone numbers: Justice: 965-4758; Resources Development: 965-1022; Social Development: 965-1367.

416-965-1410

Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units

represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

416-965-1463
Civ Serv Staffing Policy Br develops policies and guidelines on staffing function of personnel management, which affects recruitment, training, career planning & appraisal of employees. This also includes planning for changes in staff needs and in employee expectations.

416-965-6086
Civ Serv Terms of Service Br recommends to the Commission policies relating to pay and classification in the Ontario Public Service (OPS). Develops for approval by Management Board, the government's objectives in negotiations with Ontario Public Service Employees Union (OPSEU) covering pay and classification. Recommends pay revisions for management classes, and develops the technology used in the maintenance of standards and other pay and classification processes.

416-965-2097
Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

416-965-2493
Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

416-965-7161

Labour Construction Safety Br is concerned with the safety of employees on construction of buildings and on streets, sewers, watermains, underground work and work under compressed air. The branch sets and ensures safety standards in the province and provides educational, consultative and research services on construction safety. Contact regional office.

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

416-965-5669

Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario

Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

416-965-0564

Labour Women Crown Employees Office acts as an internal consultant to the ministries and Crown agencies in the Ontario government in developing and coordinating affirmative action plans to upgrade the status of their women employees. Provides career information and training opportunities. Each ministry and agency has a Women's Advisor or Coordinator in either the Deputy Minister's office or the Personnel branch. Contact individual ministry Women's Advisors.

416-965-1537

Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

416-965-6605

Labour Women's Programs Div Office of the Executive Coordinator coordinates policies and programs to improve the status of women in Ontario. The Executive Coordinator is a member of the Ontario Status of Women Council and the Civil Service Commission, ensuring that provincial government programs for women, and access to the government service and the private sector are coordinated. Provides direction to the Women Crown Employees Office serving women in the Ontario Public Service, and to the Women's Bureau, serving those in the private sector. Functions of these offices are described separately.

416-965-1328

Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

416-965-8500

Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

EMPLOYERS

416-482-1111

Health Enrolment Branch enrolls all persons eligible for the Ontario Health Insurance Plan (OHIP); maintains records and answers all questions regarding enrolment and insured status. Immigrants receive health insurance coverage from date of application provided they apply within 90 days of landing in Ontario. Also provides service to employers in administration of their insured groups. Contact district offices.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-7941

Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation services before resorting to strikes or lockouts.

416-965-3303
Labour Employment Adjustment Service provides consultation and liaison for labour and employers to help them cope with the effects on employment of technological and economic change. Also helps them to make use of public and private sector programs when faced with potential unemployment problems.

416-965-5251
Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

416-965-5669
Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario

Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

416-965-1537
Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

EMPLOYMENT

416-965-7661
Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

416-965-6081
Civ Serv General Services Br Employment Services Section provides a centralized information service on employment opportunities and careers in the Ontario Public Service to civil servants and the public. Provides a centralized inventory of qualified applicants to assist the ministries with their staffing needs.

416-965-4211
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP

Administration Office in Queen's Park is at 965-0668.

416-965-2376
Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-4511
Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

416-965-5331
Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-3303
Labour Employment Adjustment Service provides consultation and liaison for labour and employers to help them cope with the effects on employment of technological and economic change. Also helps them to make use of public and private sector programs when faced with potential unemployment problems.

416-965-1828

Labour Labour Services Division activities are directed towards the safeguarding of equitable terms and conditions of employment and ensuring worker safety at the place of employment. Within the division, the Employment Standards Branch, Employment Adjustment Service, Construction Safety and Industrial Safety branches administer and enforce legislation and conduct programs concerned with these areas. Functions of these branches are described separately. See Labour & Branch Name.

416-965-1537

Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

416-965-9537

Ont Advisory Council on Physically Handicapped consists of nineteen members appointed by Order in Council. Council advises the government on matters pertaining to the well-being of physically handicapped persons. Promotes the development and creation of opportunities for self-help for the physically handicapped. Reviews current policies relevant to handicapped persons involving education, employment, rehabilitation, income maintenance, health measures, programs on housing, transportation, recreation, guardianship and other related services. Council meets four times a year.

416-965-6841

Ontario Human Rights Commission administers the Ontario Human Rights Code to achieve equal treatment for all people in the areas of employment, housing, public accommodation such as hotels and restaurants, and related advertising, regardless of race, creed, colour, age, sex, marital status, nationality, ancestry or place of origin. Complaints of discrimination are investigated and conciliated. Educational efforts are made to eliminate prejudice. Publications on human rights are available. Community problem-solving in tense situations is undertaken. The Commission reports to the Legislature through the Minister of Labour. Contact regional offices.

416-965-3540
Ontario Youth Secretariat researches information and advises the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's Experience Program should be directed to Tel.: 965-0480.

416-965-4468
Sol Gen OPP Career Management Br recruits and retains competent uniformed staff for employment in the Ontario Provincial Police.

EMPLOYMENT AGENCIES

416-965-5251
Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

ENDANGERED SPECIES

416-965-4251
Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

ENERGY

416-961-7221

Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

416-965-3246

Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-2851

Ontario Energy Board regulates certain phases of the natural

gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

416-592-5111

Ontario Hydro supplies electricity to the people of Ontario indirectly through 353 associated municipal utilities, and directly to more than 700,000 rural customers. The Ontario Hydro Electrical Inspection Program (Tel. 592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of electrical equipment and adherence to the Electrical Safety Code Book. Its Rural Electrical Service and Billing Inquiry Program (Tel. 592-3721) answers inquiries on service policy and practices from rural clientele. Ontario Hydro reports to the Legislature through the Ministry of Energy.

416-965-2999

TE & IA Economic Policy Br researches and advises the Ministry on medium and long term socio-economic policies and strategies. Studies foreign ownership, foreign trade policy, Competition Act, housing, energy, and anti-inflation programs.

NERGY ONTARIO ENERGY CORPORATION **416-961-7221**

Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

NERGY THE MINISTRY OF ENERGY **416-965-3246**

Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions

before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

ENGLISH

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

416-965-3155

Educ Languages of Instruction Commission of Ontario was established to help resolve disputes between school boards and parents over the provision of education programs in the language of a minority group, French or English as the case may be.

416-965-3865

Management Board Coordinator on Bilingualism coordinates the government's policy on bilingualism, that is, English and French bilingual language services to the public.

ENUMERATION

416-965-1681

Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

ENV ADMINISTRATIVE SERVICES BR **416-965-6961**

Env Administrative Services Br, in addition to the usual

administrative services functions (see first entry under administrative services for description), provides a broad range of support services to ministry programs. These include inventory and fixed asset control, editing and coordination of manual, systems and EDP planning and operation. In Toronto, its library at 135 St. Clair Ave West (965-7978), and another at Resources Road (248-3048), are open to the public.

NV AIR RESOURCES BR **416-965-5778**

Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

NV ENVIRONMENTAL APPEAL BOARD **416-965-2531**

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

NV ENVIRONMENTAL APPROVALS BR **416-965-6963**

Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

ENV ENVIRONMENTAL HEARING BOARD **416-965-2531**

Env Environmental Hearing Board holds public hearings with respect to the establishment of sewage works or waste disposal sites in municipalities or the extension of existing facilities from one municipality to another.

ENV FINANCIAL SERVICES BR **416-965-6981**
Env Financial Services Br administers the distribution of grants under the Pollution Abatement Incentive Act, 1970. Ensures that the treatment process and equipment are eligible for a grant under the Act. Grants are made for equipment installed and made operational before April 1, 1976. Applications for grants are not accepted after June 1, 1976. Also supplies the ministry with financial management and accounting services. For further description of functions, see first entries under financial management and accounting.

ENV INFORMATION SERVICES BR **416-965-7117**
Env Information Services Br is the information service for the Ministry of the Environment. For a description of activities, see first entry under information service.

ENV INTERNAL AUDIT BR **416-965-6978**
Env Internal Audit Br is responsible for the ministry's audit function. For a description of the function see the first entry under audit.

ENV LABORATORY SERVICES BR **416-248-3015**
Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

ENV LEGAL SERVICES BR **416-965-2684**
Env Legal Services Br provides legal services for the ministry. For a description of branch activities see first entry under legal services.

ENV PERSONNEL BR **416-965-3389**
Env Personnel Br performs the personnel functions for the Ministry of the Environment. For a description of branch activities see first entry under personnel.

ENV PESTICIDES ADVISORY COMMITTEE **416-965-7048**
Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their

marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

ENV PESTICIDES APPEAL BOARD **416-965-2531**
Env Pesticides Appeal Board provides a mechanism of appeal to persons affected by decisions of the Ministry of the Environment regarding the use of pesticides, in accordance with the Pesticides Act, 1973.

ENV POLLUTION CONTROL BR **416-965-6971**
Env Pollution Control Br as a whole plans and develops policies, programs, standards, guidelines and legislation to control emission of pollutants; coordinates and conducts applied research in the areas of water supply, and sewage and waste-water treatment, and provides technical support in these areas. The Pollution Control Branch has several sections which are described separately. Contact regional office for specific questions.

ENV POLLUTION CONTROL BR CONTINGENCY **416-965-2537**
Env Pollution Control Br Contingency Planning Section promotes the organization and planning by industry, the municipalities and federal and provincial agencies to control and cope with pollution caused by emergency spills of contaminants.

ENV POLLUTION CONTROL BR INDUSTRIAL **416-965-2214**
Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

ENV POLLUTION CONTROL BR MUNICIPAL **416-965-6967**
Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

ENV POLLUTION CONTROL BR NOISE **416-965-1173**
Env Pollution Control Br Noise Pollution Control Section deals with the control of noise emissions and comments on the

relationship between new and existing land use and noise sources. Develops acoustics criteria and standards. Develops, updates and promotes the Model Municipal Noise Control Bylaw for adoption by municipalities and assists in training of noise control officers. Contact regional office.

ENV POLLUTION CONTROL BR PESTICIDES **416-965-2401**
Env Pollution Control Br Pesticides Control Section ensures safe and effective use of pesticides and herbicides. Issues licences for use and sale of pesticides. Contact regional office.

ENV POLLUTION CONTROL BR RESEARCH **416-248-3739**
Env Pollution Control Br Research Group includes: a Coordination Section, an Applied Sciences Section, a Wastewater Treatment Section, and a Water Technology Section. The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance to the Planning Sections; applied research studies on pollution; and technical support for, and application of, new technology to the public through regional offices or directly to municipalities and industry.

ENV PROGRAM PLANNING AND EVALUATION BR **416-965-0641**
Env Program Planning and Evaluation Br directs and coordinates Ministry planning and program evaluation activities by conducting operational and policy evaluation studies on programs, including the development of output measures for assessing effectiveness and efficiency. Directs multi-year planning and related submissions. Coordinates liaison activities with Cabinet Committee on Resources Development, Management Board and ministries within the Ontario government.

ENV PROJECT COORDINATION BR **416-965-1296**
Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

ENV REGIONAL OPERATIONS DIVISION A **416-965-5115**
Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each

regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

ENV REGIONAL OPERATIONS DIVISION B **416-965-5115**

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

ENV RESOURCE RECOVERY BR **416-636-8015**

Env Resource Recovery Br develops and implements a comprehensive waste management program including new procedures for resource recovery and recycling. Provides municipalities with assistance and guidance in the economic development of waste management systems. Provides technical services, supervision and financial management required in the planning and construction of resource recovery facilities.

ENV TECHNICAL SERVICES BR **416-965-1491**

Env Technical Services Br ensures that construction of sewage and water treatment facilities meet ministry requirements by reviewing designs and providing equipment performance analysis and maintenance information. Operates marine deep water sampling fleet. Provides technical training of ministry and municipalities' treatment plant operators. Provides cartographic and drafting service to the ministry and Ontario municipalities.

ENV WASTE MANAGEMENT ADVISORY BOARD **416-965-3007**
Env Waste Management Advisory Board advises the Minister of the Environment on matters related to the management of waste in Ontario including means of reducing the quantity of waste produced, of assisting in the development of the recovery of resources from the waste stream, and of improving the aesthetic quality of the physical environment.

ENV WATER RESOURCES BR DATA SYSTEMS **416-965-6141**
Env Water Resources Br Data Systems and Administration Section designs, develops and implements systems that store, retrieve and process data related to the programs of the branch.

ENV WATER RESOURCES BR LIMNOLOGY **416-965-3058**
Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

ENV WATER RESOURCES BR PLANNING **416-965-4590**
Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

ENV WATER RESOURCES BRANCH HYDROLOGY **416-965-6194**
Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

ENV WATER RESOURCES WATER MODELLING **416-965-4590**
Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in

representative areas to develop and test models. Contact regional office.

ENVIRONMENT

Environment, see Env and Branch Name

ENVIRONMENTAL RESEARCH

416-965-7048

Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

ESCALATORS

Escalators, see Elevating Devices

ESTATE TAX

416-965-1700

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

ESTATES

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children.

Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

ETHNIC

Ethnic, see also Multicultural, Multiculturalism

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

EVIDENCE

416-965-2561

Sol Gen Centre of Forensic Sciences prepares legally admissable evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Provides educational programs and materials for persons and agencies using forensic science services.

EX-OFFENDERS

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

EXHIBITIONS

Exhibitions, see also Exhibits

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for

exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

416-361-0414
Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-928-3690
Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

EXHIBITS

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Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-965-6256
Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-965-2581

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

EXPERIENCE PROGRAM

416-965-3540

Ontario Youth Secretariat researches information and advises the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's Experience Program should be directed to Tel.: 965-0480.

EXPORT

416-965-2581

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and

branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

EXPROPRIATION

416-965-2867

Att Gen Board of Negotiation may act as a mediator to negotiate a settlement when property is expropriated and no agreement can be reached on compensation for the expropriation. Either the property owner or the expropriating authority can request the services of the Board of Negotiation.

416-965-1012

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

416-965-1141

Govt Serv Legal Br provides legal services for the ministry, in the areas of conveyancing and contracts, e.g. the acquisition (including expropriation), sale and lease of land, buildings negotiation and formulation of building contracts, computer contracts and contracts for other types of services. Provides legal opinions relating to pension benefits and litigation, relating to the collection of

outstanding accounts.

416-965-2851

Ontario Energy Board regulates certain phases of the natural gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

416-248-3213

TR & Comm Property Br is responsible for policies and procedures pertaining to the appraisal and acquisition of property required for Ministry programs. This includes expropriation and land management. Contact regional offices. In Metro Toronto, call Central Region, 248-3455.

EXTENDED HEALTH CARE

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

EXTERNAL ACTIVITIES

External Activities, see Federal-Provincial, Interprovincial and International

EXTRA-PROVINCIAL LICENCES

Extra-Provincial Licences, see Licences

FAMILY COURT

416-965-7502

Att Gen Systems Development Br, Programs and Administrative Division, provides the Ministry with a resource of personnel skilled in various management techniques. Provides analysis and design of systems, applying some of these to computer operations, to realize adequate and less costly administration of justice. One such system is the County of York Court Loading and Operation System (CYCLOPS II) which is a loading and scheduling system for minor traffic courts in this Judicial District, combined with complete administrative control over the Summons Office and the Court Offices. Sub-functions of this program include the North York traffic tribunal system and the driver licence suspension system. The Branch provides flowcharts of the activities of the courts; namely, the civil process, criminal proceedings and family court functions. These charts are used in the Bar admission course and by universities, colleges and high schools.

FARM

416-965-1159

Ag & Food Accounts Br besides being responsible for the ministry's accounting function, handles general questions about grants under the farm development program. For a description of accounting function, see first entry under accounting.

416-965-6149

Ag & Food Agricultural Manpower Services Br assists Ontario farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph

(519-824-4120).

416-965-1241
Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

416-965-2124
Ag & Food Farm Products Marketing Board administers the Farm Products Marketing Act which provides for the regulation of forty food commodities regulated under twenty marketing plans. Each marketing plan is administered by a producer marketing board. Questions regarding specific commodity plans may be directed to the secretary of each board.

416-965-9433
Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide financial assistance to improve productivity of agricultural land.

416-965-7661
Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

416-965-2204
TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

416-965-6663
TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

FARM PRODUCTS

416-965-1058
Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

FATHERS

416-965-2648
Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363
Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions

for single mothers, permanently unemployable fathers, foster children, etc.).

FEDERAL-PROVINCIAL

416-965-7661

Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

416-965-2150

Coll Univ Institutional Accounting and Architectural Services Br administers all transfer payment programs to universities and Colleges of Applied Arts and Technology (CAAT) and related institutions for operating and capital purposes. Prepares claims on federal-provincial cost sharing programs. Maintains an overview of the physical facilities of universities and colleges, and provides architectural advice to the ministry. To refer specific inquiries, phone 965-5237 for transfer payments (operating); 965-5238 for capital funds; 965-5239 for shared cost programs; 965-6563 for architectural services.

416-965-3735

Comm Soc Policy Analysis Secretariat provides the ministry with strategic planning coordination, program analysis, and integration of multi-year plans and annual estimates preparation. Develops and evolves options for the Provincial Income Security Policy and supports Ontario participation in federal-provincial reviews. Conducts research studies and provides support and consultation for research activities and other related programs within the ministry. Operates the ministry library (965-2300).

416-965-2214

Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-965-6513

Ind & Tour Metric & Standards Secretariat provides

information and coordination services to Ontario government ministries and agencies in their metric conversion and standards activities. Provides central resource file on all aspects of metrication and answers inquiries from the public. Provides Ontario Government position on metric conversion and standards in interprovincial and federal-provincial committees. Provides secretarial resources for interministerial metric conversion committees and task forces.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

416-965-4308

Sol Gen OPP Indian & Municipal Policing Services Br is responsible for Indian reserve policing in the Province of Ontario. Programs include the appointments of special constables at the request of Indian Band Councils to police their particular reserves. The OPP administers the training, salary and equipment of the special constables through the provisions of the federal-provincial cost-sharing agreement. Municipal policing involves the drawing up of contracts with municipalities which have opted for policing by OPP rather than maintain their own force, and other related matters. Also provides flying patrols in the northwestern & eastern portions of the province. Police aircraft visit isolated Indian communities on a regular basis.

416-965-3340

TE & IA Federal-Provincial and Interprovincial Affairs Secretariat assesses policy proposals in particular functional areas in terms of how they relate to the province's intergovernmental policies and objectives. Analyzes effects of policies and programs of other

governments on Ontario and on jurisdictional balance of responsibilities within the federation. Provides advice on the Constitution, the distribution of powers and intergovernmental machinery. Prepares material and advice for major intergovernmental and federal-provincial meetings; maintains liaison with federal and other provincial governments.

416-965-3505

TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

416-965-6989

TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

416-965-2204

TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

416-965-4746

TE & IA Taxation and Fiscal Policy Br coordinates preparation

of provincial budget. Researches and develops tax and fiscal policy alternatives for government. Negotiates and coordinates federal-provincial fiscal relations and intergovernmental tax policy.

FELLOWSHIPS

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

FERRY

705-472-4500

TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

FESTIVAL ONTARIO

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

FESTIVALS

Festivals, see Exhibitions

FILLING MATERIAL

Filling Material, see Upholstered and Stuffed Articles

FILM

Film, see also Arts

416-421-2462
CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

416-965-6487
Cult & Rec Cultural Industries Br is involved with the film industry, recording industry, book publishing and periodicals industries. Provides liaison with various levels of government and industries themselves. Does not give grants or loans. Main emphasis is on policy development. Contact regional offices or main office.

416-961-1660
Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

416-928-3690
Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

416-965-5466
Ind & Tour Communications Div has two major functions: a

planning function for developing communications plans for each ministry division plus advertising services, and a delivery function through Communications Services Branch providing the ministry with photography, audio-visual, publications, releases, speeches, media liaison and other information services (see also first entry under information service). Operates a library of still and motion pictures to lend to groups interested in tourism. Film catalogues available.

416-965-6896

Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-5288

Ind & Tour Service Industry Br extends ministry resources to service industries, i.e., those whose products cannot be inventoried or where production and consumption are simultaneous. This includes service to manufacturing, computer, retail, wholesale, transportation and film industries. Consultants provide counselling on how to establish and manage these operations. Reference files are available on service industry firms based on category and geographical location. Conducts long range reviews on certain specialized industries. Contact regional office.

FINANCIAL MANAGEMENT

Financial Management Services in each ministry include accounting (see first entry under Accounting), audit (see first entry under Audit) and other ministry finance functions. Administrative Services in each ministry include office services such as purchasing and supply management, printing and duplicating, mail, transportation services and records management. The Administrative Group in a ministry acts as liaison with the Ministry of Government Services to coordinate common services such as telephones, accommodation requirements.

416-965-1291

Att Gen Financial Management Br provides the Ministry with these services: development of estimates and budget control (Tel. 965-1291), accounting, including accounts payable (965-4291) and payroll (965-1135); office services, including

procurement of assets and supplies (965-2845), central filing, transportation and delivery (965-2989); printing and duplicating (965-2818) and central mailing (965-2980). For further description of functions, see first entries under administrative services, financial management and accounting.

416-965-6483

CCR Financial Management Br supplies the ministry with financial management services, including accounting. For a description of functions, see first entry under financial management.

416-965-5905

Corr Serv Administration And Finance division supplies the ministry with financial management (phone: 965-5905) and administrative services. For a further description of functions, see first entry under financial management. The Administrative Service Branch (phone: 965-5811) acts as liaison with the Ministry of Government Services to provide field office accommodation; supplies institution offices with financial and administrative advice. Other normal administrative services are provided by Corr Serv Central Facilities Services Branch (phone: 965-5263), which is described separately.

416-965-4832

Cult & Rec Finance Br supplies the ministry with accounting services and financial management. For description of functions see first entries under accounting and financial management.

416-965-2611

Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-6981

Env Financial Services Br administers the distribution of grants under the Pollution Abatement Incentive Act, 1970. Ensures that the treatment process and equipment are eligible for a grant under the Act. Grants are made for equipment installed and made operational before April 1, 1976. Applications for grants are not accepted after June 1, 1976. Also supplies the ministry with financial management and accounting services. For further description of functions, see first entries under financial management and accounting.

416-965-2153
Govt Serv Finance Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

416-965-9762
Housing OHC Finance Br supplies the ministry with financial management services. For a description of activities, see first entries under financial management and accounting.

416-965-4148
Labour Finan Management Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

416-965-2761
Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-4425
Sol Gen Financial Services Br supplies the Ministry with financial services. For a description of functions, see first entries under financial management and accounting.

416-248-3465
TR & Comm Financial Br supplies the ministry with financial management services. For a description of functions, refer to the first entries under financial management and accounting.

FIRE

416-965-5881
CCR Building Code Br is developing a fire and building code for Ontario to minimize building, health and fire hazards. Advises municipalities on matters pertaining to building by-laws, which are a local, not provincial, responsibility. Maintains the Ontario Plumbing code.

416-965-2781
Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire

prevention and control.

416-965-4871
Sol Gen Office of the Fire Marshall: assists municipalities in establishing, improving and training personnel for municipal fire departments; promotes public awareness of fire safety; prepares specifications for fire apparatus and equipment; conducts municipal fire protection surveys and fire department promotion examinations; approves plans for various types of public buildings as well as hotels; administers the Lightning Rods Act; investigates causes of incendiary, large loss and fatal fires and gaseous explosions. The Office promotes a public safety program; publishes fire loss statistics and technical, legal, instructional and fire prevention literature. Film library available. Advisory fire service and investigation service provided from Toronto and district offices. Contact local fire department re: fire fighting and prevention.

FIREARMS

416-965-4488
Sol Gen OPP Registrar of firearms approves issuing of permits to register and carry firearms in Ontario as outlined in the Criminal Code (Canada). Maintains a central registry of all Ontario's registered firearms.

FISH

Fish, see also Fishing

416-824-4120
Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-3058
Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

705-949-1231
Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

416-832-2261
Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

416-965-7883
Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

FISHING

Fishing, see also Fish

416-965-2761
Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-7883
Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of

lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

FITNESS

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

416-844-8171

Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

416-965-6546

Cult & Rec Sports Services Br encourages participation in

physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

416-965-4334

Health Health Promotion Br Health Education Consultants provide information on programs in accidents prevention, smoking and health, physical fitness. See also other sections in Health Health Promotion Br described separately.

FOOD

Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph (519-824-4120).

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-2124
Ag & Food Farm Products Marketing Board administers the Farm Products Marketing Act which provides for the regulation of forty food commodities regulated under twenty marketing plans. Each marketing plan is administered by a producer marketing board. Questions regarding specific commodity plans may be directed to the secretary of each board.

416-562-4141
Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

416-965-7701
Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

416-824-4120
Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-4885
Comm Soc Home Economics Consultants advise the Ministry and District Offices on food services and therapeutic nutrition. A Consultant on Early Childhood Education (965-5092) advises the ministry on the education of children.

416-965-6491
Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-965-4511
Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

416-965-4236
Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also other sections in Health Community Health Protection Br described separately.

416-965-5884
Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

FOREIGN OWNERSHIP

416-965-2999
TE & IA Economic Policy Br researches and advises the Ministry on medium and long term socio-economic policies and strategies. Studies foreign ownership, foreign trade policy, Competition Act, housing, energy, and anti-inflation programs.

FORENSIC SCIENCE

416-965-2561
Sol Gen Centre of Forensic Sciences prepares legally admissable evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Provides educational programs and materials for persons and agencies using forensic science services.

416-965-1554
Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other

techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

FOREST

Forest, see also Forest Industries

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-965-2204

TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer

payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

FOREST FIRE

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

416-965-2781

Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control.

FOREST INDUSTRIES

Forest Industries, see also Forest

416-965-2781

Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control.

416-965-4575

TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

FOREST RANGERS

416-965-3825

Nat Res Personnel Br performs the personnel functions for the Ministry of Natural Resources. For a description of branch activities, see first entry under Personnel. Also hires qualified 17 year old persons as junior forest rangers. There are personnel officers in each of the Ministry's eight Regional Offices.

FORESTRY CAMPS

416-965-5263

Corr Serv Central Facilities Services coordinates purchasing, inventory control and minor construction, renovations and maintenance in existing ministry offices, correctional institutions, forestry camps and training schools. Office Services Section (phone: 965-2071) provides mail and messenger, stationery and printed forms stores, and duplicating services for the ministry. See first entry under administrative services for further description of this function.

FORGERY

416-965-8117

Sol Gen OPP Anti-Rackets Br provides assistance to all police forces and government agencies in Ontario on investigations relating to white collar crime, counterfeiting and forgery. To contact Counterfeit & Forgery Section, call 965-1883.

FOSTER CHILDREN

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

FRANCO-ONTARIAN

Franco-Ontarian, see also French

416-965-0598

Cult & Rec Advisory Council on Franco-Ontarian Affairs

provides the Ministry of Colleges and Universities and the Ministry of Culture and Recreation with advice on the special needs of Franco-Ontarians and determines the impact of government programs on the French community in Ontario. The Council also maintains liaison between the two ministries and the Franco-Ontarian community in general.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

FRATERNAL SOCIETIES

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

FRENCH

French, see also Franco-Ontarian

416-965-4162

Civ Serv General Services Br French Language Program provides French language training to both provincial and federal government employees. It has a language laboratory. Classes are also held in Ottawa, Sudbury and North Bay.

416-965-0598

Cult & Rec Advisory Council on Franco-Ontarian Affairs

provides the Ministry of Colleges and Universities and the Ministry of Culture and Recreation with advice on the special needs of Franco-Ontarians and determines the impact of government programs on the French community in Ontario. The Council also maintains liaison between the two ministries and the Franco-Ontarian community in general.

705-526-7838

Cult & Rec Huronia Historical Parks. The Ministry of Culture and Recreation operates and maintains historical attractions at Midland (Sainte Marie Among the Hurons) and Penetang (Historic, Naval and Military establishments). Ste. Marie Among the Hurons has been reconstructed on its original site and is open to the public as an historical exhibit. The Naval and Military Establishments have been restored and partially reconstructed, and are open to the public as an historical attraction. Both parks are maintained and operated to promote an appreciation of the Indian, French and British themes in the history of the Huronia area through public visitation. Both sites have interpretive and demonstration programs and are staffed by interpretive and maintenance staff. Contact Huronia Historical Parks, Midland, Ontario (Tel. 705 526-7838).

416-965-2190

Educ Council On French Language Schools ensures the continuing development of education for French-speaking students in Ontario. The Council advises the Minister of Education and his Deputy on all matters pertaining to French language schools.

416-965-3155

Educ Languages of Instruction Commission of Ontario was established to help resolve disputes between school boards and parents over the provision of education programs in the language of a minority group, French or English as the case may be.

416-965-3865

Management Board Coordinator on Bilingualism coordinates the government's policy on bilingualism, that is, English and French bilingual language services to the public.

416-965-7171

TE & IA Information Services Br, aside from the services mentioned in the general description (see first entry) under information service, has a French Information Officer who provides information and communications advice to other Ontario Government ministries, the media and the public. Coup d'Oeil, a publication in French containing brief

descriptions of government programs, is produced monthly for the French media and the public.

FROG

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

FRUIT

Fruit, see Farm Products

FUEL

416-965-7627

CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-965-1311

Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

416-248-3991

TR & Comm Systems Research Motor Vehicle Systems Research. The Systems Research & Development Br conducts research on

traffic management systems (e.g. computerized municipal and freeway traffic control), vehicle dynamics (e.g. braking and handling of cars and commercial vehicles), and motor vehicle operations and equipment (e.g. fuel economy, vehicle safety).

FUNERAL DIRECTORS

416-965-6611

CCR Cemeteries Br approves plans of cemetery area, rules and regulations, deed forms and tariff of rates for cemeteries, burial grounds, church yards, mausolea, crematoria, columbaria and urn gardens. The branch also answers inquiries and investigates complaints about cemeteries. Contact Queen's Park or regional offices. For inquiries about funeral directors and embalmers, call the Board of Administration under the Embalmers and Funeral Directors Act. First Floor, 25 Grosvenor St., Toronto, 921-5164.

FUNGICIDES

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

FUR

Fur, see also Furbearers

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

807-485-1555

Cult & Rec Old Fort William. The Ministry operates and maintains Old Fort William to promote an appreciation of the great fur trading activity of the 19th century in Canadian history. The Fort has been reconstructed, nine miles from its original site and is open to the public as an historical attraction. The site offers an interpretive and

demonstration program for the public. Old Fort William is staffed by both interpretive and maintenance staff. Contact Old Fort William, Thunder Bay F, Ontario, Telephone 807 485-1555.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

FURBEARERS

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

FURNITURE

Furniture, see Upholstered and Stuffed Articles

GAINS

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers

raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-8470

Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial '0' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

GAMBLING

416-965-8114

Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and suppression of illegal drugs.

GARAGES

416-965-1226

TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

GARBAGE

Garbage, see Recycling, Waste

GARDENS

416-965-6611

CCR Cemeteries Br approves plans of cemetery area, rules and regulations, deed forms and tariff of rates for cemeteries, burial grounds, church yards, mausolea, crematoria, columbaria and urn gardens. The branch also answers inquiries and investigates complaints about cemeteries. Contact Queen's Park or regional offices. For inquiries about funeral directors and embalmers, call the Board of Administration under the Embalmers and Funeral Directors Act. First Floor, 25 Grosvenor St., Toronto, 921-5164.

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

GARNISHMENTS

416-965-5591

Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

GASOLINE

416-965-7627

CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

GEOGRAPHIC NAMES

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

GEOLOGICAL

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports,

brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-248-3255

TR & Comm Geotechnical Office, Engineering Services Branch, provides geotechnical data and advice related to hydrology, soil mechanics and foundation engineering and pavement structure designs. Maintains Pavement Management Feedback and Information System (PAMFIS) and Geotechnical Cross Reference and Retrieval System (gEOCRES). Conducts related geological and geophysical investigations.

GEOLOGY

Geology, see Geological, Geotechnical

GEOTECHNICAL

Geotechnical, see also Geological

416-965-6194

Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-248-3255
TR & Comm Geotechnical Office, Engineering Services Branch, provides geotechnical data and advice related to hydrology, soil mechanics and foundation engineering and pavement structure designs. Maintains Pavement Management Feedback and Information System (PAMFIS) and Geotechnical Cross Reference and Retrieval System (gEOCRES). Conducts related geological and geophysical investigations.

GERIATRICS

416-965-7695
Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

GIFT TAX

416-965-1700
Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

GO TEMPORARY

416-965-7688
Civ Serv General Services Br GO Temporary Program. The GO Temporary Program recruits and maintains a staff to fill temporary positions in the government.

GO TRANSIT

416-630-2635
Toronto Area Transit Operating Authority (TATOA) was created to design, establish and operate an inter-regional transit system serving Metro Toronto and the regional municipalities of Peel and York. Manages GO Transit, a commuter railway service operated by Canadian National Railways, and a commuter bus service operated by Gray Coach Lines and Trailways of Canada. For information on timetables and fare phone local GO Transit number.

GOVERNMENT CAUCUS OFFICE **416-965-2337**
Government Caucus Office. In the September 1975 provincial election, the Progressive Conservative Party (PC) was returned to Government. Each Member of Provincial Parliament belonging to the Progressive Conservative Party belongs to the Government Caucus. The Caucus deliberates policies and programs which will become part of legislation to be introduced in the Legislature. Specific Committees are responsible for certain areas. The Caucus Office has a Chief Whip who looks after attendance in full Caucus, Committee meetings and in the Legislature, and keeps all members informed as to what votes are expected in the Legislature.

GOVT SERV ADMINISTRATIVE SERVICES **416-965-9125**
Govt Serv Administrative Services supplies the ministry with administrative services. For a description of functions, see first entry under administrative services.

GOVT SERV AUDIT BR **416-965-4805**
Govt Serv Audit Br is responsible for the ministry's audit function. For a description of the function see first entry under audit.

GOVT SERV COMPUTER SERVICES DIV **416-965-3417**
Govt Serv Computer Services Div provides comprehensive data processing services including computing, time sharing and system support to authorized users on a cost recovery basis. Three Computing Centres in Toronto serve specific ministries: Queen's Park Computing Centre (965-0684), Leaside Data Centre (965-0941), and Downsview Computing Centre (248-3941). The Computer Systems Planning Br. (965-9240) is the planning, central technical resource and coordinating arm of the division.

GOVT SERV DESIGN SERVICES BR **416-965-2108**
Govt Serv Design Services Br provides design and construction services for the major capital projects and accommodation alterations of the ministry, including preparation of documents and inspection of work performed. Also provides technical assistance to other ministries in problems pertaining to construction, maintenance and operation of buildings and institutions.

GOVT SERV EMPLOYEE BENEFITS BR **416-965-2097**
Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the

benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

GOVT SERV EMPLOYEE HEALTH SERVICES BR **416-965-6751**
Govt Serv Employee Health Services Br provides direct health services to employees of the Ontario Public Service at their places of work in Toronto. Also provides advisory services to management on the health of the work force through various medical examinations.

GOVT SERV FINANCE BR **416-965-2153**
Govt Serv Finance Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

GOVT SERV GOVERNMENT PAYMENTS BR **416-965-2905**
Govt Serv Government Payments Br is responsible for the production of cheques for the Ontario government from the Consolidated Revenue Fund or for any major cheque issuing programs developed by an Ontario Government ministry. Reconciles the Consolidated Revenue and major cheque issuing bank accounts. All cheque writing and issuing is done only upon authorized request of each ministry. For specific inquiries, contact ministry concerned.

GOVT SERV INSURANCE AND RISK MANAGEMENT **416-965-6254**
Govt Serv Insurance and Risk Management advises all Ontario ministries and special purpose bodies on insurance coverage, excluding employee benefits. For information on Ontario government employee benefits call 965-2097.

GOVT SERV LEGAL BR **416-965-1141**
Govt Serv Legal Br provides legal services for the ministry, in the areas of conveyancing and contracts, e.g. the acquisition (including expropriation), sale and lease of land, buildings negotiation and formulation of building contracts, computer contracts and contracts for other types of services. Provides legal opinions relating to pension benefits and litigation, relating to the collection of outstanding accounts.

GOVT SERV LEGISLATIVE LIBRARY **416-965-4545**
Govt Serv Legislative Library offers full privileges, borrowing and research to Members of the Provincial Parliament (MPP) and staff members of Ontario ministries and agencies. As well as books in the humanities and law, the legislative library has a large collection of Ontario, Canadian and United States government publications, and all

the major Ontario daily and weekly newspapers. The U.S. government publications and current newspapers in the library may be consulted by the public.

GOVT SERV LEGISLATIVE SERVICES BR **416-965-6415**
Govt Serv Legislative Services Br provides housekeeping, repair, maintenance and messenger services in the Legislative Building, as required by Members of the Provincial Parliament (MPP) and for the government. The media studio (Phone: 965-1164) is for the use of MPPs for press conferences.

GOVT SERV MANAGEMENT CONSULTING SERVICES **416-965-1727**
Govt Serv Management Consulting Services Division provides professional management consulting services to the ministries and agencies of the Ontario government in the areas of organization, operations, human resources management, electronic data processing (EDP), management information systems, finance, management science and actuarial science. The division also acts as actuaries to the Public Service Superannuation Fund (PSSF).

GOVT SERV MANAGEMENT PLANNING BR **416-965-6683**
Govt Serv Management Planning Br provides internal program analysis, coordinates ministry policy, procedures and systems. Also provides an information service for the ministry. For a description of information activities see first entry under information service.

GOVT SERV PERSONNEL BR **416-965-7011**
Govt Serv Personnel Br performs the personnel functions for the Ministry of Government Services. For a description of branch activities see first entry under personnel.

GOVT SERV PLANNING AND RESEARCH BR **416-965-6817**
Govt Serv Planning and Research Br is responsible for general purpose accommodation planning for all Ontario government ministries and most special purpose bodies. Also responsible for research activities relating to the provision and management of accommodation.

GOVT SERV PRINTING SERVICES BR **416-965-2069**
Govt Serv Printing Services Br has four operating sections: Print Procurement Service (965-2056) supplies printing and typographic services to Ontario Government ministries and agencies through the graphic arts industry in Ontario; Duplicating Service (965-2211) provides an in-plant reproduction facility when private sector services are impractical; Stationery Service (965-7072) operates a retail outlet supplying common stationery and office supplies; Publications Service, through both the Publications Centre

(965-6015) and the Ontario Government Bookstore (965-2054) is responsible for the library depository system, cataloguing, inventory control and distribution of Ontario government publications.

GOVT SERV PROGRAM MANAGEMENT BR **416-965-2172**
Govt Serv Program Management Br is responsible for the management of all accommodation projects of the Ontario Government. Ensures that capital projects and leaseback projects are completed on schedule, within the budget, and to the satisfaction of client ministries. Acquires land and other properties required for capital construction projects. Provides leasing services to adequately accommodate government programs. Provides alterations of government-owned and leased accommodation to ensure efficient operation of programs of ministries. Provides liaison for the Ministry of Government Services with all ministries and government agencies for all accommodation needs.

GOVT SERV PROPERTY MANAGEMENT BR **416-965-6741**
Govt Serv Property Management Br provides maintenance services to Government-owned and leased premises, including repairs, housekeeping, horticultural services, moving and parking allocation, elevator maintenance and safety. It is also responsible for the reservation and use of committee rooms in the Macdonald Block (Phone: 965-1109).

GOVT SERV PROTOCOL SERVICES **416-965-5741**
Govt Serv Protocol Services Recording Office records and certifies documents and land patents searches. See also Govt Serv Protocol Services Protocol Section, also Scrolls Section.

GOVT SERV PROTOCOL SERVICES PROTOCOL **416-965-5733**
Govt Serv Protocol Services Protocol Section answers inquiries from other branches, agencies and the public about protocol procedures and social etiquette. Arranges official Ontario ceremonies, conferences and special events. A government hospitality fund provides resources to host hospitality functions (e.g. luncheons, coffee receptions) where the government officially welcomes visitors from outside Ontario who attend national or international events. Request for assistance should be in writing to: The Minister of Government Services, Queen's Park, Toronto. See also Govt Serv Protocol Services Recording Office, also Scrolls Section.

GOVT SERV PROTOCOL SERVICES SCROLLS **416-965-5733**
Govt Serv Protocol Services Scrolls Section prepares congratulatory scrolls for Ontario citizens on the request of

their Member of Provincial Parliament, to acknowledge 90th and succeeding birthdays, 50th and succeeding wedding anniversaries, or other significant accomplishments of individuals, municipalities and other organizations. See also Govt Serv Protocol Services Protocol Section, also Recording Office.

GOVT SERV PUBLIC SERVICE SUPERANNUATION BOARD 416-965-2097
Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be referred to the Pension Commission of Ontario (965-2961).

GOVT SERV REALTY SERVICES BR 416-965-6745
Govt Serv Realty Services Br is responsible for the appraisal, negotiation and surveying requirements for the acquisition and sale of real estate for most ministries, including land required for construction programs. Appraises, negotiates and acquires leased accommodation. Handles interim management of government property and disposes of such through sale or lease. Under the Employee Home Owners Assistance Plan, assists government employees transferred to other locations in Ontario, in selling their homes (Phone: 965-6748). Maintains an inventory of government-owned land, buildings, leases and accommodations.

GOVT SERV RECORDS SERVICES BR 416-965-2187
Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to ensure economy in government forms. Publishes guide to records retention requirements for business and industry. Handles government training on all aspects of records management.

GOVT SERV SPECIAL SERVICES BR 416-965-1051
Govt Serv Special Services Br provides Ontario government ministries with these services: complete mass mailing, including addressing, labelling, folding and inserting, in addition to regular mail delivery (Tel. 965-6902); a collection service for money due to the government (Tel. 965-5195); records retention and retrieval for semi-active

files; a complete vehicle repair and trucking service, available to ministries on a charge-back basis.

GOVT SERV SUPPLY ADMINISTRATION BR **416-965-6937**

Govt Serv Supply Administration Br provides a government-wide purchasing service, including development of specifications and standards. Develops Collective Purchasing Arrangements for commodities commonly used by Ontario Government ministries and agencies. In addition to purchasing the requirements of the Ministry of Government Services, the branch purchases furniture and all other furnishings for other ministries and other items required for the initial outfitting of new facilities. Operates the Public Tenders Office to receive tenders for government contracts. Maintains suppliers lists by vendor and commodity, and a vendors catalogue library. Controls and directs government assets disposal.

GOVT SERV SYSTEMS DEVELOPMENT **416-965-3423**

Govt Serv Systems Development Services Division provides internal systems and programming service to Ontario government ministries and agencies.

GOVT SERV TECHNICAL SERVICES BR **416-965-3334**

Govt Serv Technical Services Br provides professional advisory services in the supply field for all ministries. This includes supply research and development, and materials management. Involved with forecasting, operations research, make or buy decisions and inventory management.

GOVT SERV TELECOMMUNICATIONS SERVICES BR **416-965-0175**

Govt Serv Telecommunications Services Br provides local and inter city telecommunication services for Ontario government ministries and agencies. These are principally telephone, data communications and radio, but also include intercom, teletype, facsimile, satellite and related telecommunications services. For Metro Toronto Services, contact 965-6788; Inter City Services, contact 965-6265.

GRANGE

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

GRANTS

416-965-1159

Ag & Food Accounts Br besides being responsible for the ministry's accounting function, handles general questions about grants under the farm development program. For a description of accounting function, see first entry under accounting.

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

416-965-5971

Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not

registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

416-965-3870

Coll Univ University Affairs Div is responsible for administering the provincial grants to Ontario universities. In this regard the division develops and analyzes policy proposals with reference to university operations and their funding, implements policy decisions and maintains ministry-advisory council relations and university-government relations in general.

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for

physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-7695

Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

416-965-5975

Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-6256
Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

416-965-6621
Cult & Rec Community Information Services program provides eligible individual community information centres with funding through grants and advises them on matters such as information management, policy, staffing and volunteer training. Contact field offices.

416-965-0142
Cult & Rec Cultural Olympic Coordinating Office (COCO) is responsible for stimulating arts activities in conjunction with the 1976 Summer Olympics. Works with the Ontario Folk Arts Council and other groups. Grants are available for special Olympic-oriented events. Contact regional offices or main office.

416-965-4021
Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-6621
Cult & Rec Multicultural Development Br aims to improve the quality of the social environment in Ontario by facilitating community participation in: multicultural development processes through the encouragement of an appreciation and understanding of specific cultures in our multicultural society; the encouragement of information sharing through intercultural workshops; the promotion within institutions of an awareness and sensitivity to cultural differences; and community development processes through the facilitation of citizen involvement in local, regional and provincial decision-making processes of both the public and private sector; the encouragement of balanced social/economic

community planning and development. Professional staff provide consultative services, publish handbooks and directories. Multicultural development and community development grants are available. Contact field offices or main office.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants

Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

416-965-2696

Cult & Rec Provincial Library Services is responsible for public libraries throughout Ontario. Provides library grants, library by-laws and statistics, and other information assistance. Maintains close liaison with associations related to library functions and develops library services on a province-wide basis. Publishes the Ontario Library Review and In Review: Canadian Books For Children.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals

by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

416-965-5635
Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

416-965-2666
Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

416-965-2947
Educ School Business & Finance Br sets standards for, advises on, and supervises audits of school boards. Determines how provincial grants to local boards will be distributed. Provides architectural advice to all boards and to ministry on building needs, for construction of elementary and secondary schools.

416-965-5778
Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

416-965-6963
Env Environmental Approvals Br is the central area where

persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-6981

Env Financial Services Br administers the distribution of grants under the Pollution Abatement Incentive Act, 1970. Ensures that the treatment process and equipment are eligible for a grant under the Act. Grants are made for equipment installed and made operational before April 1, 1976. Applications for grants are not accepted after June 1, 1976. Also supplies the ministry with financial management and accounting services. For further description of functions, see first entries under financial management and accounting.

416-965-7048

Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-5036
Health Health Promotion Br Dental Consultants provide consultation to health agencies in Ontario in preventive dental care and dental health (Contact local Public Health agency). Provide grants to dentists in underserviced areas. Deal with all Ministry policy about dental care. See also other sections in Health Health Promotion Br described separately.

416-423-4240
Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment. Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

416-920-7721
Health Ontario Mental Health Foundation provides grants for mental health research. The Ontario Mental Health Foundation supports specific projects, also predoctoral and postdoctoral students and postgraduate independent research.

416-965-5887
Health Research Br Grants Program provides health research grants for the following purposes: to support applied and developmental health research (Tel. 965-5889) mainly based at Health Sciences Complexes, including hospitals (principal areas that qualify are operational, epidemiological and developmental research projects involving training or service, as well as acupuncture research); to support innovative and resource developments in the organization and delivery of health service, including evaluation of health care (Tel. 965-5889); to support establishment of community health facilities providing innovative health care, community practice units, and community programs teaching primary ambulatory care to health professionals on team-care approach (Tel 965-5887); to encourage doctors (965-1170) and dentists (965-5036) to set up practices in underserviced areas; and to attract individuals to priority health training programs (965-5887).

416-965-9562
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include:

preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-2826

Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-9656

Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers,

industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-6287

Nat Res Conservation Authorities Br assists local conservation authorities with design, planning and operational assistance as well as grants for capital projects. Does studies and reports on watersheds.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of

timber sales. Contact regional or district offices.

416-965-1681
Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

416-965-3505
TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

416-965-1671
TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

416-965-2204
TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

GRAVEL

Gravel, see Sand

GREAT LAKES

416-965-4590
Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

GREENHOUSE

416-965-1081
Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

GROUND WATER

416-965-6194
Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-965-4590
Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact

regional office.

GROUP HOMES

416-965-2051

Corr Serv Group Homes Br Juvenile Div. The division serves juveniles (under 16) who are on probation, in group homes, in training schools, or under supervision of probation and after-care officers. The Group Homes Branch promotes group homes as an alternative to training schools, providing juveniles an opportunity for growth in the community. Group homes are on contract with the ministry. A variety of staffing and organization models exist among homes, serving varied needs. Community resources and training schools are used for reassessments. Area coordinators work with homes, providing general support and liaison with other ministry branches and agencies.

GROUP OF SEVEN

416-893-1121

Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

GUARANTEED ANNUAL INCOME SYSTEM

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions

for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-8470
Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial 'O' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

GUNS

Guns, see Firearms

HALDIMAND-NORFOLK

416-965-6504
Housing Townsend Community Development Program coordinates land use planning and development of a new community in the Regional Municipality of Haldimand-Norfolk to provide residential accommodation, commercial and social services required by the rapid industrial expansion of the City of Nanticoke. The Townsend Community Development Program coordinates related activity by provincial ministries and the municipality. A group of provincial and municipal officials form the Townsend Advisory Committee to advise the Minister of Housing. A public participation program is also operated to involve those affected by or interested in the project, considering environmental protection and preservation of agricultural land.

416-965-5451
TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and

Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

HALF-WAY HOUSES

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

HAM RADIO

416-248-3711

TR & Comm Communications Div Executive Section provides communications policy coordination and administration. Telecommunications Systems Engineering (248-3567) provides related assistance to the other branches in the Division. Assists independent telephone industry in modernization plans; consults and advises the Ontario Telephone Service Commission on technical matters. See also TR & Comm Policy Development Br and TR & Comm Common Carriers Br. For ham radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

HANDICAPPED

Handicapped, see also Retarded, Disabled

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare

sections. Contact district office.

416-965-1818
Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-6231
Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

416-965-5142
Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-2376
Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact

district office.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-9046

Housing Community Sponsored Housing Br provides additional assistance to non-profit housing corporations (e.g. community, church, labour or service club groups) for housing low and moderate-income persons. Assistance is also extended to special groups such as senior citizens and the handicapped.

416-965-9537

Ont Advisory Council on Physically Handicapped consists of nineteen members appointed by Order in Council. Council advises the government on matters pertaining to the well-being of physically handicapped persons. Promotes the development and creation of opportunities for self-help for the physically handicapped. Reviews current policies relevant to handicapped persons involving education, employment, rehabilitation, income maintenance, health measures, programs on housing, transportation, recreation, guardianship and other related services. Council meets four times a year.

HANSARD

416-965-1406

Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is responsible for procedure and the daily publication of the Order Paper and Votes and Proceedings, the official record of

the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

416-965-1456

Legislative Assembly Office Hansard Reporting Services covers all sittings of the Legislature of Ontario and selected committees and publishes an Official Report (Hansard). The final printed hansard is distributed to each Member of Provincial Parliament (MPP) and is available from the Ontario Government Bookstore, 880 Bay St., Toronto, telephone 965-2054, and in most libraries. To subscribe to the Hansard, contact Clerk of the Assembly, Queen's Park, Toronto, telephone 965-1406.

HAZARDS

Hazards, see Safety, Building Code

HEALTH

Health, see Health and Branch Name, also Building Code

HEALTH ADDICTION RESEARCH FOUNDATION **416-595-6100**

Health Addiction Research Foundation (ARF) conducts research and demonstration treatment, provides educational and consultative services, and publishes material in the alcohol and drug field. Information is available about various social services for people concerned with psychoactive drugs including alcohol. The Addiction Research Foundation library's extensive collection of research reports, books and audio-visual material is open to the public (Tel. 595-6144). Inpatient and outpatient treatment for alcoholics and drug abusers and addicts is available through the Clinical Institute (595-6021), an 80-bed research and teaching hospital affiliated with University of Toronto. Community consultation and treatment referral is available from ARF branches throughout Ontario.

HEALTH ALLIED HEALTH PROGRAMS **416-965-8070**

Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring

about changes.

HEALTH AMBULANCE SERVICES BR **416-965-8034**
Health Ambulance Services Br, administering the Ambulance Act, has general supervision over, and dispenses funds to, licensed public ambulance services in Ontario. Provides Ontario Health Insurance Plan approval and guidance regarding air transfers and coordinates air ambulance transfers. Operates the Ontario Ambulance Services Information System (OASIS). The branch does not accept requests for emergency ambulance service, other than air transfers. If ambulance service is required, consult inside cover of local telephone book or dial '0' for operator.

HEALTH AUDIT SERVICES BR **416-965-4338**
Health Audit Services Br is responsible for the ministry's audit function. For a description of the function, see first entry under audit.

HEALTH BUDGETS BR **416-965-8025**
Health Budgets Br provides financial services, e.g. approval of budgets, settlements, consideration of appeals and requests, arrangement of cash flows, and financial consulting services to health facilities. These include public and private hospitals, private psychiatric hospitals, children's treatment centres, nursing homes, etc.

HEALTH CHILDREN'S MENTAL HEALTH SERVICES **416-965-8067**
Health Children's Mental Health Services Br, administering the Children's Mental Health Centres Act, authorizes the establishment, licensing, funding and setting of standards of facilities for centres that treat children and adolescents who are emotionally disturbed or suffer from mental disorder. Included in these residential or non-residential centres all over Ontario is the Four-Phase Service System, a network of independent programs serving severely disturbed teenagers from the Metro Toronto area. The branch also funds several out-patient clinics in general hospitals, and two Regional Centres at Ottawa and Sudbury which do not fall under the Act.

HEALTH CLINIC SERVICES BR **416-965-2528**
Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous

dusts.

HEALTH COMMUNICATIONS BR **416-965-5167**
Health Communications Br provides information services, health education materials and health education programs for the Ministry of Health. For a description of activities, see first entry under information service.

HEALTH COMMUNITY HEALTH PROTECTION BR **416-965-7678**
Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION BR FOOD **416-965-4236**
Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION BR INSPECTION **416-965-4164**
Health Community Health Protection Br Inspection Services provides consultants to municipalities to advise on local health inspection matters. Information available from the branch on location of nearest public health agency, or contact regional offices. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION BR NOPHS **416-965-1170**
Health Community Health Protection Br NOPHS (Northern Ontario Public Health Services) provides direct public health services to the unorganized territories in Northern Ontario which are not served by local health units. Also provides public health inspection service to industrial camps in these areas. Contact regional office. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION BR VD **416-965-4058**
Health Community Health Protection Br VD (venereal disease)

clinics for the diagnosis and treatment of VD are located throughout the province. Provides advice to physicians re management of VD cases and educates public on all aspects of venereal disease. Contact local Public Health unit. In Metro Toronto, call any time, Tel. 965-3333. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION BR VETERINARY 416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH PROTECTION COMMUNICABLE 416-965-4094
Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

HEALTH COMMUNITY HEALTH SERVICES AREA PLANNING 416-965-8059
Health Community Health Services Area Planning Coordinators. The five Area Planning Coordinators promote the establishment of local health planning bodies (District Health Councils), and foster health planning activities throughout their areas. Act as prime Ministry contact for health planning.

HEALTH COMMUNITY HEALTH SERVICES PROJECT 416-965-4884
Health Community Health Services Project Development and Implementation Group serves community or professional groups wishing to develop Community Health Service Organizations (HSOs). By providing expertise, the Ministry aims to create an environment that will encourage an orderly evolution of primary health care oriented to today's needs. The Alternate Payment Program serves doctors and hospitals wishing to negotiate non-fee-for-service arrangements (i.e. salaries, sessional payments) for desirable health care programs. The Financial Incentive Program (Underserviced Area Program) attracts doctors to practise in rural and isolated communities that have difficulties in obtaining physicians'

services.

HEALTH COUNCILS
Health Councils, see District Health Councils

HEALTH DATA DEVELOPMENT AND EVALUATION BR **416-965-8163**
Health Data Development and Evaluation Br is responsible to all levels of the health care sector engaged in the planning and evaluation process for the identification, interpretation and provision of health and socio-economic information in areas such as health care utilization, monitoring of health care payment systems, regional distribution of health care services, and health care statistics related to hospitals and other medical and health care institutions.

HEALTH DISCIPLINES ACT
416-965-7285
Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

HEALTH DRUGS & THERAPEUTICS BR **416-965-6686**
Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

HEALTH ENROLMENT BRANCH **416-482-1111**
Health Enrolment Branch enrolls all persons eligible for the Ontario Health Insurance Plan (OHIP); maintains records and answers all questions regarding enrolment and insured status. Immigrants receive health insurance coverage from date of application provided they apply within 90 days of landing in Ontario. Also provides service to employers in administration of their insured groups. Contact district offices.

HEALTH FINANCE AND ACCOUNTING BR **416-965-5053**
Health Finance and Accounting Br provides financial information to management; establishes the Ministry's accounting policies and manages its payment systems. The latter encompass payments to hospitals and related facilities, payments for suppliers' goods and services, salaries, and payments under special programs such as Homes for Special Care and Extended Health Care Programs, as well as the Ontario Drug Benefit Program. For a description of accounting function, see first entry under accounting.

HEALTH FISCAL RESOURCES BR **416-965-5415**
Health Fiscal Resources Br coordinates preparation of the Ministry's multi-year plan, estimates and other financial reports; coordinates budgetary control effort and provides financial consulting services to assist Ministry program managers.

HEALTH HEALTH BOARDS SECRETARIAT **416-965-7285**
Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

HEALTH HEALTH PROMOTION BR DENTAL **416-965-5036**
Health Health Promotion Br Dental Consultants provide consultation to health agencies in Ontario in preventive dental care and dental health (Contact local Public Health agency). Provide grants to dentists in underserviced areas. Deal with all Ministry policy about dental care. See also other sections in Health Health Promotion Br described

separately.

HEALTH HEALTH PROMOTION BR HEALTH EDUCATION 416-965-4334
Health Health Promotion Br Health Education Consultants provide information on programs in accidents prevention, smoking and health, physical fitness. See also other sections in Health Health Promotion Br described separately.

HEALTH HEALTH PROMOTION BR MATERNAL & CHILD 416-965-8176
Health Health Promotion Br Maternal & Child Health Consultants promote community health programs related to prenatal and postnatal care and education, infant and preschool health, school health, family life education and family planning. See also other sections in Health Health Promotion Br described separately.

HEALTH HEALTH PROMOTION BR NUTRITION 416-965-5884
Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

HEALTH HEALTH PROMOTION BR PUBLIC HEALTH NURSING 416-965-4441
Health Health Promotion Br Public Health Nursing Consultants provide consultation to health agencies in all areas of public health nursing services. See also other sections in Health Health Promotion Br described separately.

HEALTH HEALTH PROMOTION BR THE ELDERLY 416-965-8177
Health Health Promotion Br The Elderly. Consultant for the elderly advises health agencies on preventive health care for the older adult or senior citizens in the community. See also other sections in Health Health Promotion Br described separately.

HEALTH HOMES FOR SPECIAL CARE PROGRAM 416-965-5081
Health Homes for Special Care Program, Psychiatric Hospitals Branch, licenses and inspects Homes for Special Care which provide nursing home and residential home care for former patients of Ontario psychiatric hospitals and mental retardation centres. Contact local psychiatric hospital.

HEALTH HUMAN RESOURCES BR 416-965-5077
Health Human Resources Br performs the personnel functions for the Ministry of Health. For a description of branch activities, see first entry under personnel. The Branch is also a resource to the general health sector in labour relations, compensation and management development.

HEALTH INSPECTION BR LABORATORY **416-965-4063**

Health Inspection Br Laboratory Licensing Service ensures the development and maintenance of high standards of medical laboratory services in Ontario and to encourage most economical use of available resources through a licensing and inspection program. Private and hospital laboratories are inspected annually, or as necessary, and facts on all aspects of laboratory operation are gathered. Also issues licences to specimen collection centres (bleeding stations).

HEALTH INSPECTION BR NURSING HOME **416-965-5081**

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

HEALTH INSPECTION BR X-RAY **416-965-4061**

Health Inspection Br X-Ray Inspection Service administers the regulation respecting X-Ray safety by registering owners of equipment designed to produce X-Rays, approving plans for permanent locations and making safety inspections of such. Provisions of the regulation also apply to the healing arts as well as certain areas in industry and research. Acts as information or referral agency for questions about the use of radioactive material.

HEALTH INSTITUTIONAL OPERATIONS BR **416-965-8161**

Health Institutional Operations Br develops and evaluates guidelines for the effective and efficient operation of hospitals and other health care institutions. Also provides consultative and advisory services when necessary.

HEALTH INSTITUTIONAL PLANNING BR **416-965-8015**

Health Institutional Planning Br reviews and approves plans for construction and renovation of hospitals. Administers capital financial assistance of approved projects and

conducts research on development of efficient and economical facilities. For information on hospital statistics, contact Health Data Development and Evaluation Branch Tel. 965-8163.

HEALTH INSURANCE
Health Insurance, see Ontario Health Insurance Plan

HEALTH INSURANCE CLAIMS BR **416-965-5700**
Health Insurance Claims Br processes claims under the Ontario Health Insurance Plan (OHIP). Answers general questions about enrolment in OHIP, premium payments, claims payments and Extended Care benefits. Contact district offices.

HEALTH LABORATORY SERVICES BR **416-248-3161**
Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

HEALTH LEGAL BR **416-965-2477**
Health Legal Br provides legal services for the Ministry of Health. For a description of branch activities, see first entry under legal services.

HEALTH MEDICAL PROGRAMS BR **416-965-8045**
Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements and monitors new and existing programs and establishes related standards and guidelines.

HEALTH OCCUPATIONAL HEALTH PROTECTION BR **416-965-2493**
Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a

program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

HEALTH ONTARIO CANCER TREATMENT **416-423-4240**
Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment. Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

HEALTH ONTARIO COUNCIL OF HEALTH **416-965-5031**
Health Ontario Council of Health advises the Minister of Health on all health care matters and makes recommendations about other studies not done by the Ontario Council of Health.

HEALTH ONTARIO DRUG BENEFIT PROGRAM **416-965-9337**
Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

HEALTH ONTARIO MENTAL HEALTH FOUNDATION **416-920-7721**
Health Ontario Mental Health Foundation provides grants for mental health research. The Ontario Mental Health Foundation supports specific projects, also predoctoral and postdoctoral students and postgraduate independent research.

HEALTH PROFESSIONAL SERVICES MONITORING BR **416-965-2181**
Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and

regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

HEALTH PSYCHIATRIC HOSPITALS BR **416-965-6234**

Health Psychiatric Hospitals Br is responsible for administering Provincial Psychiatric Hospitals. Contact local psychiatric hospital.

HEALTH RESEARCH BR **416-965-5887**

Health Research Br Grants Program provides health research grants for the following purposes: to support applied and developmental health research (Tel. 965-5889) mainly based at Health Sciences Complexes, including hospitals (principal areas that qualify are operational, epidemiological and developmental research projects involving training or service, as well as acupuncture research); to support innovative and resource developments in the organization and delivery of health service, including evaluation of health care (Tel. 965-5889); to support establishment of community health facilities providing innovative health care, community practice units, and community programs teaching primary ambulatory care to health professionals on team-care approach (Tel 965-5887); to encourage doctors (965-1170) and dentists (965-5036) to set up practices in underserviced areas; and to attract individuals to priority health training programs (965-5887).

HEALTH RESOURCES DEVELOPMENT BR **416-965-5023**

Health Resources Development Br undertakes and supports resource assessments and analyses studies. This includes health manpower requirements and availability, and evaluation of health services and delivery arrangements.

HEALTH SERVICE ORGANIZATIONS

416-965-4884

Health Community Health Services Project Development and Implementation Group serves community or professional groups wishing to develop Community Health Service Organizations (HSOs). By providing expertise, the Ministry aims to create an environment that will encourage an orderly evolution of

primary health care oriented to today's needs. The Alternate Payment Program serves doctors and hospitals wishing to negotiate non-fee-for-service arrangements (i.e. salaries, sessional payments) for desirable health care programs. The Financial Incentive Program (Underserviced Area Program) attracts doctors to practise in rural and isolated communities that have difficulties in obtaining physicians' services.

HEALTH SUPPLY AND SERVICES BR **416-965-5051**

Health Supply And Services Br provides administrative support services for the ministry and liaises in related activities with other ministries. Three areas of responsibility are: Supply Area (Tel. 965-3550) handles provision of goods and services such as central stationery and publications stores, government pharmacy warehouses, central purchasing, transport service. Records and Common Services Area (965-2850) provides micro-records including micro-filming of Health Insurance transactions, central registry of files, mail and messenger service, records and forms management, reproduction for photocopy requirements. Accommodation and Maintenance Area (965-2431) provides accommodation requirements and support services such as motor vehicle and liability insurance, procurement of licences. Operates a library for use by staff. For general description of administrative service functions, see first entry under administrative services.

HEALTH SYSTEMS MANAGEMENT & COORDINATION BR **416-965-8019**

Health Systems Management & Coordination Br advises the Ministry and related agencies on all aspects of automatic data processing services; assists in acquiring related services of central agencies in government or procuring management consulting and systems development services elsewhere. Provides keypunching and data control services for the Ministry. Identifies opportunities for systems improvement, and coordinates the definition, development and implementation of an Information System considering security and confidentiality safeguards. Organizes and sets standards for a health data base. Develops policy and control of hospital computer applications. Has coordinators for particular systems e.g. hospital systems, public health, medical insurance, drug benefit, etc.

HERBICIDES

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial

pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-2401
Env Pollution Control Br Pesticides Control Section ensures safe and effective use of pesticides and herbicides. Issues licences for use and sale of pesticides. Contact regional office.

HERITAGE

416-965-4030
Cult & Rec Archives Of Ontario acquires significant unpublished documents to preserve Ontario's historical heritage and to retain information of long-term operational value to government ministries. Obtains from Ontario government agencies, through statutory control, important non-current records, and from other sources, through donation or purchase, any important manuscripts, maps, pictures, early newspapers, etc. dealing with Ontario history. Operates a public reading room for those doing historical, legal or other research. The Archives welcomes information on the location of historical material.

416-965-5399
Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126
Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-4021
Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving

historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

HIGHWAYS

Highways, see also Roads

416-965-4405

Sol Gen OPP Traffic Division enforces vehicle traffic laws. investigates complaints about all aspects of traffic, and analyzes collisions of vehicles to determine how to make highways safer.

416-248-3661

TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3684

TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same

services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

416-248-3665

TR & Comm Maintenance Br develops and implements standards, policies and procedures for maintenance of roads and highways, including landscape, structures and electrical devices on highway rights-of-way. Monitors maintenance operations to ensure compliance with standards. Prepares and controls annual maintenance budget, including day labour construction. Prepares landscape design and design for electrical traffic control devices. Prepares policy and administers permits for signs and buildings on highway rights-of-way. Manages fleet of vehicles and equipment for the Ministry, and guides garage personnel on fleet management.

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the

media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

416-248-3492

TR & Comm Structural Office, Engineering Services Branch designs bridges and retaining walls on highways and prepares plans and contract documents for their construction. Reviews proposed designs of municipal bridges and culverts and inspects them to determine safe loads, maintenance needs and structure life. Recommends enactment of muncipal load limit bylaws. Generates and maintains structural standards, structural manuals and handbooks and design aids.

416-248-3528

TR & Comm Systems Design Br supports the ministry in the general area of highways design, including electrical work. Reviews, updates and develops new design policies, procedures, standards and technology for use by the Regional Systems Designers. Analyzes and monitors regional application of these standards. Reviews and processes design contract document packages. Supplies special engineering design services; prepares detailed design of electrical facilities for ministry projects.

416-248-3715

TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance; develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

416-248-3488

TR & Comm Systems Research Highway Wayside Equipment Research. The Systems Research & Development Br develops traffic barriers which protect maintenance personnel on highways from hazard of impacting vehicles. Develops illumination design systems, including advance fog warning systems, cable barriers. Monitors highway lighting performance and develops means of reducing roadway accidents occurrence and severity.

HISTORIC SITES

416-356-2241

Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

HOISTING PLANTS

416-965-4188

CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

HOLIDAY PAY

Holiday Pay, see Vacation Pay

HOME CARE

416-965-8045

Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements and monitors new and existing programs and establishes related standards and guidelines.

HOME ECONOMICS

Ag & Food Colleges of Agriculture. Colleges of Agricultural Technology offer courses in farm management, agricultural production, agricultural technology, home economics, food and

fashion, animal health, agricultural business management, among others. Also conduct agricultural research for the ministry. Contact colleges for further information: Centralia College in Huron Park (519-228-6691), Ridgetown College in Ridgetown (519-674-5456), Kemptville College in Kemptville (613-258-3411), and New Liskeard College in New Liskeard (705-647-6701), University of Guelph in Guelph (519-824-4120).

416-965-1421
Ag & Food Home Economics Br trains women and girls in home economics; discovers, stimulates and develops local leaders; provides educational programs for Federated Women's Institutes of Ontario and other rural organizations.

HOME OWNERSHIP MADE EASY

416-965-9616
Housing OHC Chief Engineer's Br ensures that all Ontario Housing Corporation (OHC) projects constructed under the Rental Housing and Home Ownership Made Easy (HOME) plans comply with building code and Corporation requirements. This involves engineering reviews of drawings and field supervision.

416-965-0250
Housing OHC HOME Housing Production Br is responsible for development of land in municipalities throughout Ontario in order to produce serviced lot units. These units are passed to the Marketing Branch and sold, through the developers, to the general public under the Home Ownership Made Easy (HOME) plan.

416-965-9838
Housing OHC Marketing Br. Under the Home Ownership Made Easy (HOME) plan, the Ontario Housing Corporation (OHC) acquires and develops land and then arranges for developers to build housing for sale to qualified moderate income families. Purchasers buy the houses and the land subject to two preferred interest rate mortgages: the first mortgage is on the house and second mortgage is on the full market value of the land, although the purchaser initially pays principal and interest only on the government's cost of the land. The difference between the government's cost and market value does not have to be paid off for 35 years or until re-sale, whichever is sooner. Contact with the public on HOME houses is through this branch.

416-965-9891
Housing OHC Technical Services Admin Br Financial Analysis and Supply Operations (Tel. 965-9749) provides supplies and

services for assisted housing; Research and Development (965-9108) assists in special projects required by Ontario Housing Corporation (OHC). A Complaints Section (965-9866) looks after complaints from purchasers of Home Ownership Made Easy (HOME) units. There are complaints offices in Malvern, Ottawa, Hamilton and London.

416-965-9135
Housing Ontario Mortgage Corporation. The Ontario Mortgage Corporation (OMC) finances various ministry ownership programs, e.g. Home Ownership Made Easy (HOME).

HOME RENEWAL

416-965-2826
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

HOMEMAKERS

416-965-5137
Comm Soc Review and Consolidation Unit assists municipalities that wish to consolidate their social services. The Unit uses homemakers and nursing services from private social agencies, which are made available to those in need in the municipality.

HOMES FOR SPECIAL CARE

416-965-6231
Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

416-965-5081
Health Homes for Special Care Program, Psychiatric Hospitals Branch, licenses and inspects Homes for Special Care which provide nursing home and residential home care for former patients of Ontario psychiatric hospitals and mental

retardation centres. Contact local psychiatric hospital.

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

416-965-9337

Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

HOMICIDES

416-965-1554

Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden

death investigations.

HONEY

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-7701

Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

HORSE

Horse, see also Livestock

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-0520

CCR Ontario Racing Commission (ORC) promotes the proper management of horse racing and the orderly behaviour and integrity of participants. Issues licences to participants

and encourages the improvement of the quality of horses that race. Contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

HORTICULTURAL

Horticultural, see also Horticulture

416-965-1091

Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

416-965-1081

Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

416-965-6741

Govt Serv Property Management Br provides maintenance services to Government-owned and leased premises, including repairs, housekeeping, horticultural services, moving and parking allocation, elevator maintenance and safety. It is also responsible for the reservation and use of committee rooms in the Macdonald Block (Phone: 965-1109).

HORTICULTURE

Horticulture, see also Horticultural

416-562-4141

Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal

Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

416-356-2241

Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

HOSPITALITY FUND

416-965-5733

Govt Serv Protocol Services Protocol Section answers inquiries from other branches, agencies and the public about protocol procedures and social etiquette. Arranges official Ontario ceremonies, conferences and special events. A government hospitality fund provides resources to host hospitality functions (e.g. luncheons, coffee receptions) where the government officially welcomes visitors from outside Ontario who attend national or international events. Request for assistance should be in writing to: The Minister of Government Services, Queen's Park, Toronto. See also Govt Serv Protocol Services Recording Office, also Scrolls Section.

HOSPITALS

416-965-8070

Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring about changes.

416-965-8025

Health Budgets Br provides financial services, e.g. approval of budgets, settlements, consideration of appeals and requests, arrangement of cash flows, and financial consulting services to health facilities. These include public and private hospitals, private psychiatric hospitals, children's treatment centres, nursing homes, etc.

416-965-4884

Health Community Health Services Project Development and Implementation Group serves community or professional groups wishing to develop Community Health Service Organizations (HSOs). By providing expertise, the Ministry aims to create an environment that will encourage an orderly evolution of primary health care oriented to today's needs. The Alternate Payment Program serves doctors and hospitals wishing to negotiate non-fee-for-service arrangements (i.e. salaries, sessional payments) for desirable health care programs. The Financial Incentive Program (Underserviced Area Program) attracts doctors to practise in rural and isolated communities that have difficulties in obtaining physicians' services.

416-965-8163

Health Data Development and Evaluation Br is responsible to all levels of the health care sector engaged in the planning and evaluation process for the identification, interpretation and provision of health and socio-economic information in areas such as health care utilization, monitoring of health care payment systems, regional distribution of health care services, and health care statistics related to hospitals and other medical and health care institutions.

416-965-6686

Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

416-965-5081

Health Homes for Special Care Program, Psychiatric Hospitals Branch, licenses and inspects Homes for Special Care which provide nursing home and residential home care for former patients of Ontario psychiatric hospitals and mental retardation centres. Contact local psychiatric hospital.

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

416-965-8161

Health Institutional Operations Br develops and evaluates guidelines for the effective and efficient operation of hospitals and other health care institutions. Also provides consultative and advisory services when necessary.

416-965-8015

Health Institutional Planning Br reviews and approves plans for construction and renovation of hospitals. Administers capital financial assistance of approved projects and conducts research on development of efficient and economical facilities. For information on hospital statistics, contact Health Data Development and Evaluation Branch Tel. 965-8163.

416-248-3161

Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

416-965-6234

Health Psychiatric Hospitals Br is responsible for administering Provincial Psychiatric Hospitals. Contact local psychiatric hospital.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective

bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

416-965-5669

Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

HOUSING

Housing, see Housing plus Branch Name, also Ag & Food Agricultural Manpower Services Br

HOUSING AUDIT OPERATIONS BR **416-965-9898**

Housing Audit Operations Br is responsible for the ministry's audit function. For a description of the function see first entry under audit.

HOUSING AUTHORITIES

416-965-9640

Housing OHC Assisted Housing Production Br is responsible for the development of rent-geared-to-income projects for low-income families and senior citizens (60 years and over) in response to municipal resolutions requesting such accommodation. Applicants must contact local housing authorities, housing manager, or Municipal Clerk. In Metro Toronto, contact Housing Registry, (965-9915). This branch handles conventional projects only. For other low-income housing programs, see Housing Supplementary Programs & Special Projects Br.

416-965-9733
Housing OHC Housing Operations Br (Ontario) provides direction to 40 Housing Authorities and 36 Direct Management Operations in all matters relating to Ontario Housing Corporation's (OHC's) rent-geared-to-income program. Low income housing, as the program has come to be known, is available in all major cities and most towns throughout Ontario. Applications are made to the local housing manager. In Metro Toronto, the Housing Operations Branch (Metro), tel. 965-9434, is responsible for the same activity.

416-965-9810
Housing OHC Special Committee on Housing Management was set up to plan and implement the method of managing public housing through local Housing Authorities. Other projects of a specialized nature related to housing management within the Ministry of Housing are also assigned to this committee.

HOUSING COMMUNICATIONS BR **416-965-9780**
Housing Communications Br serves as the information service for the Ministry of Housing, including such components as Ontario Housing Corporation (OHC), Ontario Mortgage Corporation (OMC) and the North Pickering Project.

HOUSING COMMUNITY PLANNING ADVISORY BR **416-965-9562**
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

HOUSING COMMUNITY RENEWAL BR **416-965-2826**
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in

unorganized territories, contact Ministry of Housing regional offices.

HOUSING COMMUNITY SPONSORED HOUSING BR **416-965-9046**
Housing Community Sponsored Housing Br provides additional assistance to non-profit housing corporations (e.g. community, church, labour or service club groups) for housing low and moderate-income persons. Assistance is also extended to special groups such as senior citizens and the handicapped.

HOUSING LAND COORDINATION BR **416-965-0254**
Housing Land Coordination Br coordinates the Ministry's land acquisition program, in liaison with the Housing Production Division and the Realty Services Branch of the Ministry of Government Services. This includes forecasting financial requirements, monitoring expenditures, and ensuring that land requirements are met to satisfy housing programs. Administers the Municipal Land Development Program which provides information and assistance to municipalities in assembly and servicing of land to provide serviced land for housing and thereby suppress escalation of land prices.

HOUSING LEGAL SERVICES BR **416-965-9849**
Housing Legal Services Br provides legal services for all branches of the Ministry of Housing including the Ontario Housing Corporation and the Ontario Mortgage Corporation. For a description of activities see first entry under Legal Services.

HOUSING LOCAL PLANNING POLICY BR **416-965-5890**
Housing Local Planning Policy Br researches, develops and sets standards for optimum planned physical environments for local government and municipalities, consistent with provincial objectives. Advises relevant provincial services on community planning standards.

HOUSING MINISTRY SECRETARIAT **416-965-3411**
Housing Ministry Secretariat, Office of the Deputy Minister is responsible for coordination of Ministry program planning and evaluation, administrative policy development and women employees equal opportunity program.

HOUSING NORTH PICKERING **416-965-3031**
Housing North Pickering Development Corporation is the crown agency responsible for community planning and development of the new community at North Pickering. Contact: Communications and Public Affairs at Tel. 965-9168; Site Office at Tel. 965-7087.

HOUSING OFFICIAL PLANS BR **416-965-1497**
Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

HOUSING OHC ASSISTED HOUSING PRODUCTION BR **416-965-9640**
Housing OHC Assisted Housing Production Br is responsible for the development of rent-geared-to-income projects for low-income families and senior citizens (60 years and over) in response to municipal resolutions requesting such accommodation. Applicants must contact local housing authorities, housing manager, or Municipal Clerk. In Metro Toronto, contact Housing Registry, (965-9915). This branch handles conventional projects only. For other low-income housing programs, see Housing Supplementary Programs & Special Projects Br.

HOUSING OHC CHIEF ARCHITECT'S BR **416-965-9929**
Housing OHC Chief Architect's Br provides architectural design, administrative and consultation services to the Ontario Housing Corporation (OHC) Housing Production branches, the Ministry of Housing and to Ontario Mortgage Corporation on all OHC programs.

HOUSING OHC CHIEF ENGINEER'S BR **416-965-9616**
Housing OHC Chief Engineer's Br ensures that all Ontario Housing Corporation (OHC) projects constructed under the Rental Housing and Home Ownership Made Easy (HOME) plans comply with building code and Corporation requirements. This involves engineering reviews of drawings and field supervision.

HOUSING OHC COMMUNITY RELATIONS BR **416-965-9724**
Housing OHC Community Relations Br acts as a resource to community relations workers in the field to assist with social problems, as well as recreation for families and senior citizens in Ontario Housing Corporation (OHC) accommodation. Also works to help residents integrate in the community.

HOUSING OHC FINANCE BR **416-965-9762**
Housing OHC Finance Br supplies the ministry with financial management services. For a description of activities, see first entries under financial management and accounting.

HOUSING OHC HOME HOUSING PRODUCTION **416-965-0250**
Housing OHC HOME Housing Production Br is responsible for development of land in municipalities throughout Ontario in order to produce serviced lot units. These units are passed to the Marketing Branch and sold, through the developers, to the general public under the Home Ownership Made Easy (HOME) plan.

HOUSING OHC HOUSING OPERATIONS BR **416-965-9733**
Housing OHC Housing Operations Br (Ontario) provides direction to 40 Housing Authorities and 36 Direct Management Operations in all matters relating to Ontario Housing Corporation's (OHC's) rent-geared-to-income program. Low income housing, as the program has come to be known, is available in all major cities and most towns throughout Ontario. Applications are made to the local housing manager. In Metro Toronto, the Housing Operations Branch (Metro), tel. 965-9434, is responsible for the same activity.

HOUSING OHC MAINTENANCE ENGINEERING **416-965-9098**
Housing OHC Maintenance Engineering Br is responsible for the design and construction for modernization and improvement, and to advise on maintenance matters for Ontario Housing Corporation (OHC) rent-geared-to-income buildings.

HOUSING OHC MARKETING BR **416-965-9838**
Housing OHC Marketing Br. Under the Home Ownership Made Easy (HOME) plan, the Ontario Housing Corporation (OHC) acquires and develops land and then arranges for developers to build housing for sale to qualified moderate income families. Purchasers buy the houses and the land subject to two preferred interest rate mortgages: the first mortgage is on the house and second mortgage is on the full market value of the land, although the purchaser initially pays principal and interest only on the government's cost of the land. The difference between the government's cost and market value does not have to be paid off for 35 years or until re-sale, whichever is sooner. Contact with the public on HOME houses is through this branch.

HOUSING OHC OFFICE SERVICES BR **416-965-9713**
Housing OHC Office Services Br supplies the Ministry of Housing, Ontario Housing Corporation and Ontario Mortgage Corporation with administrative services. For a description of functions see first entry under administrative services.

HOUSING OHC SPECIAL COMMITTEE **416-965-9810**
Housing OHC Special Committee on Housing Management was set up to plan and implement the method of managing public housing through local Housing Authorities. Other projects of

a specialized nature related to housing management within the Ministry of Housing are also assigned to this committee.

HOUSING OHC SUPPLEMENTARY PROGRAMS A **416-965-9654**
Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

HOUSING OHC SUPPLEMENTARY PROGRAMS B **416-965-9656**
Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

HOUSING OHC TECHNICAL SERVICES ADMIN **416-965-9891**
Housing OHC Technical Services Admin Br Financial Analysis and Supply Operations (Tel. 965-9749) provides supplies and services for assisted housing; Research and Development (965-9108) assists in special projects required by Ontario Housing Corporation (OHC). A Complaints Section (965-9866) looks after complaints from purchasers of Home Ownership Made Easy (HOME) units. There are complaints offices in Malvern, Ottawa, Hamilton and London.

HOUSING OHC TECHNICAL SERVICES PLANNING BR **416-965-0265**
Housing OHC Technical Services Planning Br supplies planning information to housing production agencies, Members of

Provincial Parliament (MPPs), the public and other government agencies concerned with the planning aspects of housing. Answers questions on land use planning related to Ontario Housing Corporation (OHC) projects. Detailed information available on the new communities at Malvern and Saltfleet and the proposed Ottawa South-East City. Research information available on banking of land, condominiums, housing types and densities, environmental impacts.

HOUSING OHC TENANT PLACEMENT BR **416-965-9868**

Housing OHC Tenant Placement Br accepts and processes applications for rent-geared-to-income housing within Metropolitan Toronto. Applications accepted in person or by mail addressed to Housing Registry, Ontario Housing Corporation, 101 Bloor St., W., Toronto (Tel. 965-9915). Applicants must have 12 months residency within Metro Toronto in the past 5 years. Rent-geared- to-income program provides accommodation for families but will consider senior citizens and persons with permanent disability. Housing is offered to families in greatest need when vacancies occur.

HOUSING ONTARIO HOUSING ACTION PROGRAM **416-965-3173**

Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and private industry towards accelerated servicing of residential land and production of housing with an acceptable range of prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through Ontario Mortgage Corporation.

HOUSING ONTARIO MORTGAGE CORPORATION **416-965-9135**

Housing Ontario Mortgage Corporation. The Ontario Mortgage Corporation (OMC) finances various ministry ownership programs, e.g. Home Ownership Made Easy (HOME).

HOUSING OPERATIONS CONTROL BR **416-965-3328**

Housing Operations Control Br develops planning policy related to the community planning regulatory and advisory functions of the Ministry. Maintains technical specialist staff concerned with planning matters such as recreational development, shopping centre development, subdivisions design. Performs operational monitoring, quality control and administrative support functions for the Plans Administration Division.

HOUSING PERSONNEL BR **416-965-6649**

Housing Personnel Br performs the personnel functions for the Ministry of Housing. For a description of functions see

first entry under personnel.

HOUSING POLICY AND PROGRAM DEVELOPMENT **416-965-0163**
Housing Policy And Program Development Secretariat provides the ministry with policy development, intergovernmental liaison, surveys and statistical analysis.

HOUSING REGISTRY

416-965-9640
Housing OHC Assisted Housing Production Br is responsible for the development of rent-geared-to-income projects for low-income families and senior citizens (60 years and over) in response to municipal resolutions requesting such accommodation. Applicants must contact local housing authorities, housing manager, or Municipal Clerk. In Metro Toronto, contact Housing Registry, (965-9915). This branch handles conventional projects only. For other low-income housing programs, see Housing Supplementary Programs & Special Projects Br.

416-965-9868
Housing OHC Tenant Placement Br accepts and processes applications for rent-geared-to-income housing within Metropolitan Toronto. Applications accepted in person or by mail addressed to Housing Registry, Ontario Housing Corporation, 101 Bloor St., W., Toronto (Tel. 965-9915). Applicants must have 12 months residency within Metro Toronto in the past 5 years. Rent-geared- to-income program provides accommodation for families but will consider senior citizens and persons with permanent disability. Housing is offered to families in greatest need when vacancies occur.

HOUSING SUBDIVISIONS BR **416-965-5506**
Housing Subdivisions Br implements Ministry program designed to provide adequate housing within a sound planning framework. The province is responsible for approving plans of subdivisions and condominiums across Ontario (except where approval power has been delegated to a regional municipality), and land severance applications in most of Northern Ontario. The branch ensures that these decisions conform to local, provincial and federal policies. Reviews decisions by local Committees of Adjustment and Land Division Committees on land severance applications.

HOUSING TOWNSEND COMMUNITY DEVELOPMENT **416-965-6504**
Housing Townsend Community Development Program coordinates land use planning and development of a new community in the Regional Municipality of Haldimand-Norfolk to provide residential accommodation, commercial and social services required by the rapid industrial expansion of the City of

Nanticoke. The Townsend Community Development Program coordinates related activity by provincial ministries and the municipality. A group of provincial and municipal officials form the Townsend Advisory Committee to advise the Minister of Housing. A public participation program is also operated to involve those affected by or interested in the project, considering environmental protection and preservation of agricultural land.

HOW TO SHARE

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

HUMAN RESOURCES

416-965-2262

Civ Serv UHR Coordination coordinates the implementation of the Utilization of Human Resources Report (UHR), the goal of which is to induce changes in the managerial style of managers in the Ontario Public Service (OPS) .

HUMAN RIGHTS

416-965-6841

Ontario Human Rights Commission administers the Ontario Human Rights Code to achieve equal treatment for all people in the areas of employment, housing, public accommodation such as hotels and restaurants, and related advertising, regardless

of race, creed, colour, age, sex, marital status, nationality, ancestry or place of origin. Complaints of discrimination are investigated and conciliated. Educational efforts are made to eliminate prejudice. Publications on human rights are available. Community problem-solving in tense situations is undertaken. The Commission reports to the Legislature through the Minister of Labour. Contact regional offices.

HUNTER DAMAGE COMPENSATION

416-965-5971

Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

HUNTING

Hunting, see also Wildlife

416-965-2761

Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses

trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

HURONIA

705-526-7838

Cult & Rec Huronia Historical Parks. The Ministry of Culture and Recreation operates and maintains historical attractions at Midland (Sainte Marie Among the Hurons) and Penetang (Historic, Naval and Military establishments). Ste. Marie Among the Hurons has been reconstructed on its original site and is open to the public as an historical exhibit. The Naval and Military Establishments have been restored and partially reconstructed, and are open to the public as an historical attraction. Both parks are maintained and operated to promote an appreciation of the Indian, French and British themes in the history of the Huronia area through public visitation. Both sites have interpretive and demonstration programs and are staffed by interpretive and maintenance staff. Contact Huronia Historical Parks, Midland, Ontario (Tel. 705 526-7838).

HYDRAULIC

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

HYDRO

Hydro, see Ontario Hydro

HYDROLOGY

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

416-248-3255
TR & Comm Geotechnical Office, Engineering Services Branch, provides geotechnical data and advice related to hydrology, soil mechanics and foundation engineering and pavement structure designs. Maintains Pavement Management Feedback and Information System (PAMFIS) and Geotechnical Cross Reference and Retrieval System (gEOCRES). Conducts related geological and geophysical investigations.

ICE HUTS

416-965-6967
Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-5115
Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

IMMIGRANTS

416-965-1192
Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of

newcomers, contact 965-2285.

416-965-2891
Cult & Rec Translation Bureau provides translation services for government ministries and special purpose bodies, and for landed immigrants who need official documents translated in order to find work or pursue their training in Ontario.

416-965-2609
Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

416-965-2528
Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

416-482-1111
Health Enrolment Branch enrolls all persons eligible for the Ontario Health Insurance Plan (OHIP); maintains records and answers all questions regarding enrolment and insured status. Immigrants receive health insurance coverage from date of application provided they apply within 90 days of landing in Ontario. Also provides service to employers in administration of their insured groups. Contact district offices.

IMMUNIZATION

416-965-4094
Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends.

Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

IMPORTS

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

416-965-4347

Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

INCENTIVE GRANTS

Incentive Grants, see Grants

INCORPORATION

416-965-5424

CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-2515

CCR Credit Unions Br sets minimum standards for, and supervises, credit unions and caisses populaires. These standards govern the incorporation, management audit and dissolution of credit unions.

IND & TOUR ADVERTISING SERVICES SECTION **416-965-4004**

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

IND & TOUR AMERICAS BR **416-965-5715**

Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

IND & TOUR COMMUNICATIONS DIV **416-965-5466**

Ind & Tour Communications Div has two major functions: a planning function for developing communications plans for each ministry division plus advertising services, and a delivery function through Communications Services Branch providing the ministry with photography, audio-visual, publications, releases, speeches, media liaison and other

information services (see also first entry under information service). Operates a library of still and motion pictures to lend to groups interested in tourism. Film catalogues available.

IND & TOUR DOMESTIC MARKETING BR **416-965-1015**
Ind & Tour Domestic Marketing Br assists Ontario manufacturers in obtaining maximum sales in the domestic marketplace. Commodity marketing consultants are available to discuss sales potential and marketing techniques for consumer or industrial products. Current information is available on agents and distributors throughout Canada, trade shows, marketing opportunities, marketing forums and sales-oriented seminars and related items.

IND & TOUR FINANCE & OFFICE SERVICES BR **416-965-4303**
Ind & Tour Finance & Office Services Br Estimates and Program Analysis Section coordinates multi-year plan and other related submissions. Develops internal financial information systems. Accounts Section (965-5296) is responsible for ministry's accounting services. For description of functions see first entry under accounting. Purchasing Section (965-4311) provides centralized purchasing and internal graphic arts services. Office Services Section (965-4323) provides general administrative service functions including aircraft and motor vehicle rental, travel reservations, word processing. See also first entry under administrative services. Distribution and Print Shop Section (965-5442) receives, stores and distributes printing material and meets in-house printing needs.

IND & TOUR INDUSTRIAL DEVELOPMENT BR **416-965-5711**
Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

IND & TOUR INDUSTRY RESEARCH BR **416-965-4392**
Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and

economic data on Ontario manufacturing: to Industrial Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

IND & TOUR INDUSTRY TECHNOLOGY BR **416-965-7196**

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

IND & TOUR INTERNATIONAL MARKETING BR **416-965-2581**

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

IND & TOUR MANAGEMENT SERVICES BR **416-965-4566**

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and forms control and central filing. Library Services Section (965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

IND & TOUR METRIC & STANDARDS SECRETARIAT **416-965-6513**
Ind & Tour Metric & Standards Secretariat provides information and coordination services to Ontario government ministries and agencies in their metric conversion and standards activities. Provides central resource file on all aspects of metrication and answers inquiries from the public. Provides Ontario Government position on metric conversion and standards in interprovincial and federal-provincial committees. Provides secretarial resources for interministerial metric conversion committees and task forces.

IND & TOUR ONTARIO PLACE CORPORATION **416-965-6896**
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

IND & TOUR ONTARIO RESEARCH FOUNDATION **416-822-4111**
Ind & Tour Ontario Research Foundation (ORF), Sheridan Park, Mississauga, Ontario L5K 1B3 provides Canadian companies and government with a broad range of research and development and technological services through non-profit, contract research. All work undertaken for clients is confidential. Multi-disciplinary, independent laboratory facilities of Ontario Research Foundation are used by over 1000 companies each year for projects ranging from short-term feasibility studies through product and process development to long-range scientific and engineering investigation.

IND & TOUR OPERATIONS REVIEW SECTION **416-965-4510**
Ind & Tour Operations Review Section is responsible for the ministry's audit function. For a description of the function, see the first entry under audit.

IND & TOUR OVERSEAS BR **416-965-5715**
Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind

& Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

IND & TOUR PERSONNEL BR **416-965-4259**
Ind & Tour Personnel Br performs personnel functions for the Ministry of Industry and Tourism, based on knowledge of Ministry programs and personnel concepts. For further description of functions see first entry under personnel.

IND & TOUR SERVICE INDUSTRY BR **416-965-5288**
Ind & Tour Service Industry Br extends ministry resources to service industries, i.e., those whose products cannot be inventoried or where production and consumption are simultaneous. This includes service to manufacturing, computer, retail, wholesale, transportation and film industries. Consultants provide counselling on how to establish and manage these operations. Reference files are available on service industry firms based on category and geographical location. Conducts long range reviews on certain specialized industries. Contact regional office.

IND & TOUR SMALL BUSINESS OPERATIONS DIV A **416-965-5331**
Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

IND & TOUR SMALL BUSINESS OPERATIONS DIV B **416-965-9380**
Ind & Tour Small Business Operations Div B. The Small Business Operations Div maintains staff throughout Regional Offices in the province and in fifteen foreign offices around the world. The staff's responsibilities include promotion of industrial development, location of new markets, providing business counselling, promoting tourism, assisting technology transfer, service industry and small business. In Ontario contact Operations Ontario office in Queen's Park, Toronto (965-0410) or Regional Offices. Regional Office serving Metro Toronto is located at 5 Fairview Mall Drive, Willowdale (491-7680). See also Ind & Tour Small Business Operations Div A.

IND & TOUR STRATEGIC PLANNING BR **416-965-4011**
Ind & Tour Strategic Planning Br assists offices of the Minister, Deputy Minister and Ministry Policy Committee in the coordination of ministry policy planning. Provides: long range planning for development of industry, trade and tourism in Ontario; Ontario comment to the Federal Government on Foreign Investment Review Agency (FIRA) and General Agreement on Tariffs and Trade by the world's trading nations.

IND & TOUR THE DEVELOPMENT CORPORATIONS **416-965-4622**
Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

IND & TOUR TOURISM DEVELOPMENT BR **416-965-1542**
Ind & Tour Tourism Development Br is responsible for the development and upgrading of Ontario's tourism industry by: providing technical advice relating to planning, design, operation and management of tourist facilities (tel. 965-4255); providing information relating to funding sources for new and existing tourist facilities (tel. 965-4024); reviewing tourism project proposals from the public for possible participation by the Ontario Government (Tel. 965-4024).

IND & TOUR TOURISM MARKETING BR **416-965-4008**
Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

IND & TOUR TOURISM RESEARCH BR **416-965-5725**
Ind & Tour Tourism Research Br develops and maintains an

effective data base and data-related information service designed to meet the needs of the tourism sector in Ontario. Provides a research service to support and direct ministry activities related to tourism. Coordinates tourism research activities in Ontario, such as the interministerial Tourism and Outdoor Recreation Planning Study (TORPS).

IND & TOUR TRADE RESEARCH BR **416-965-4347**

Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

INDIAN BAND COUNCILS

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-4021

Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial

help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-5003

Cult & Rec Indian Community Secretariat assists Ontario native peoples in both on-reserve and off-reserve communities, in gaining full access to existing services of ministries, and in the development of self-determination and community leadership and initiative. Provides liaison between native groups and various levels of government. Where provincial funding channels do not exist, the Secretariat may consider projects from Indian Band Councils or incorporated bodies on a one-term last-resort basis. Contact field office or main office.

416-965-4308

Sol Gen OPP Indian & Municipal Policing Services Br is responsible for Indian reserve policing in the Province of Ontario. Programs include the appointments of special constables at the request of Indian Band Councils to police their particular reserves. The OPP administers the training, salary and equipment of the special constables through the provisions of the federal-provincial cost-sharing agreement. Municipal policing involves the drawing up of contracts with municipalities which have opted for policing by OPP rather than maintain their own force, and other related matters. Also provides flying patrols in the northwestern & eastern portions of the province. Police aircraft visit isolated Indian communities on a regular basis.

INDIANS

Indians, see Indian Band Councils, also Native Peoples

INDUSTRIAL ACCIDENTS

Industrial Accidents, see Accidents

INDUSTRIAL CAMPS

416-965-1170

Health Community Health Protection Br NOPHS (Northern Ontario Public Health Services) provides direct public health services to the unorganized territories in Northern Ontario which are not served by local health units. Also provides public health inspection service to industrial camps in these areas. Contact regional office. See also other sections in Health Community Health Protection Br described separately.

INDUSTRIAL PARKS

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

416-965-3518

TE & IA Ontario Land Corporation. The Ontario Land Corporation (OLC) promotes community and industrial development of land in Ontario (e.g. new towns, industrial parks).

INDUSTRIAL TRAINING

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

INDUSTRY

Industry, see also Business, Corporations

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4211
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-6487
Cult & Rec Cultural Industries Br is involved with the film industry, recording industry, book publishing and periodicals industries. Provides liaison with various levels of government and industries themselves. Does not give grants or loans. Main emphasis is on policy development. Contact regional offices or main office.

416-965-6963
Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-2537
Env Pollution Control Br Contingency Planning Section promotes the organization and planning by industry, the municipalities and federal and provincial agencies to control and cope with pollution caused by emergency spills of contaminants.

416-965-2214
Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in

terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-248-3739

Env Pollution Control Br Research Group includes: a Coordination Section, an Applied Sciences Section, a Wastewater Treatment Section, and a Water Technology Section. The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance to the Planning Sections; applied research studies on pollution; and technical support for, and application of, new technology to the public through regional offices or directly to municipalities and industry.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-3058

Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

416-965-2187

Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to ensure economy in government forms. Publishes guide to

records retention requirements for business and industry. Handles government training on all aspects of records management.

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

416-965-5715

Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-4392

Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and economic data on Ontario manufacturing: to Industrial Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities.

Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-4566

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and forms control and central filing. Library Services Section (965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

416-965-5715

Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

416-965-5288

Ind & Tour Service Industry Br extends ministry resources to service industries, i.e., those whose products cannot be inventoried or where production and consumption are simultaneous. This includes service to manufacturing, computer, retail, wholesale, transportation and film industries. Consultants provide counselling on how to establish and manage these operations. Reference files are available on service industry firms based on category and geographical location. Conducts long range reviews on certain specialized industries. Contact regional office.

416-965-9380

Ind & Tour Small Business Operations Div B. The Small Business Operations Div maintains staff throughout Regional Offices in the province and in fifteen foreign offices around

the world. The staff's responsibilities include promotion of industrial development, location of new markets, providing business counselling, promoting tourism, assisting technology transfer, service industry and small business. In Ontario contact Operations Ontario office in Queen's Park, Toronto (965-0410) or Regional Offices. Regional Office serving Metro Toronto is located at 5 Fairview Mall Drive, Willowdale (491-7680). See also Ind & Tour Small Business Operations Div A.

416-965-4011

Ind & Tour Strategic Planning Br assists offices of the Minister, Deputy Minister and Ministry Policy Committee in the coordination of ministry policy planning. Provides: long range planning for development of industry, trade and tourism in Ontario; Ontario comment to the Federal Government on Foreign Investment Review Agency (FIRA) and General Agreement on Tariffs and Trade by the world's trading nations.

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

416-965-4347

Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on

government contracts. Contact regional office.

416-965-4125
Labour Industrial Safety Br encourages prevention of accidents in Ontario industry, including the logging industry, by inspecting operations, issuing corrective directions, and ensuring the elimination of hazards and the provision of necessary protective devices and safety clothing. The Engineering Section (Tel: 965-4131) certifies drawings of industrial establishments before construction. Contact regional office.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

416-965-2851
Ontario Energy Board regulates certain phases of the natural gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

416-965-0693
TE & IA Special Projects Executive Coordinator provides a contact point between various major industries interested in locating in new industrial developments in Ontario and the Ministries in the Government of Ontario involved. Assists industries in preparation of proposals and ensures that appropriate hearings, approvals, authorizations are processed. Obtains comments from government ministries involved in planning new industrial communities and

correlates these into a submission for Cabinet approval. Assists with any problems in communications between industry and ministries and ensures that problems are directed to right source for appropriate action.

416-248-3736

TR & Comm Common Carriers Br ensures that Ontario customers receive efficient telecommunications service. This involves provincial comment on Bell Canada and Canadian National & Canadian Pacific rate applications. The Branch does not regulate Bell Canada and CN-CP, but investigates customer complaints regarding their service. Represents Ontario in the Federal telecommunications cost inquiry. Responsible for long range impact studies on computer communications, systems and terminal interconnection and on the independent telephone industry.

INFORMATION CENTRES

Information Centres, see Community Information Centres

INFORMATION OFFICERS FORUM **416-965-3769**

Information Officers Forum is a professional association of Ontario Government information, communication and public relations officers organized to serve the creative and administrative needs of Ontario Government information personnel, to establish high standards of professional conduct and to advance the knowledge and technical skills of its members.

INFORMATION ONTARIO

416-965-7577

Nat Res Northern Affairs Br provides information service and assistance to the citizens of Northern Ontario on all government programs. Officers also help federal government agencies service the North, as well as communicate provincial government programs by newspaper, radio and television under the heading INFORMATION ONTARIO. Contact local Northern Affairs office.

INFORMATION SERVICE

Information Service or Communications Service in each ministry informs the public about the ministry's activities. Plans and develops an information program to meet the needs and explain programs of the ministry. Methods used include answering inquiries, preparing and distributing publications, news releases, audio-visual materials, etc.; supplying media with accurate, up-to-date information. Frequently the branch prepares speech material for ministry officials.

416-965-1056
Ag & Food Information Br is the information service for the Ministry of Agriculture and Food. For a description of activities see first entry under Information Service.

416-965-7701
Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

416-965-4239
CCR Communications Services Br provides information service for the Ministry of Consumer and Commercial Relations. For a description of activities, see first entry under information service. For specific consumer complaints contact appropriate branches described separately in this index.

416-965-6081
Civ Serv General Services Br Employment Services Section provides a centralized information service on employment opportunities and careers in the Ontario Public Service to civil servants and the public. Provides a centralized inventory of qualified applicants to assist the ministries with their staffing needs.

416-965-6134
Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-7825
Comm Soc Communications Br is the information service for the Ministry of Community and Social Services. For a description of activities, see first entry under information service.

Also provides assistance (e.g. consultation, publications, films, slide, displays, etc.) to municipalities and social agencies to explain social service programs.

416-965-4321

Corr Serv Information Services Br is the information service for the Ministry of Correctional Services. For a description of activities, see first entry under information service.

416-965-3535

Cult & Rec Citizens' Inquiry Branch is an information service which provides information about, or referral to, all Ontario Government ministries. It is a resource for other government ministries, Members of Provincial Parliament (MPPs) and community or private organizations, and provides its service to those referred from these sources. The Citizens' Inquiry Branch refers the inquirer to the appropriate source of information or coordinates information and services for those unable to do so themselves.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-0615

Cult & Rec Communications Br provides communications policy advice in addition to writing, editorial and media relations services to the Minister, Deputy Minister and all programs of the Ministry of Culture and Recreation. Provides information service to the public about activities of the ministry.

416-965-6763

Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

416-965-6407
Educ Communications Services Br is the information service for the Ministry of Education. For a description of activities see first entry under information service. In addition its information analysis centre provides the Ministry of Education with library services, a newspaper clipping service, conference information, and selective dissemination of information relevant to ministry projects.

416-965-3246
Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

416-965-7117
Env Information Services Br is the information service for the Ministry of the Environment. For a description of activities, see first entry under information service.

416-965-6683
Govt Serv Management Planning Br provides internal program analysis, coordinates ministry policy, procedures and systems. Also provides an information service for the ministry. For a description of information activities see first entry under information service.

416-965-5167
Health Communications Br provides information services, health education materials and health education programs for the Ministry of Health. For a description of activities, see first entry under information service.

416-965-9780
Housing Communications Br serves as the information service for the Ministry of Housing, including such components as Ontario Housing Corporation (OHC), Ontario Mortgage Corporation (OMC) and the North Pickering Project.

416-965-5466
Ind & Tour Communications Div has two major functions: a planning function for developing communications plans for each ministry division plus advertising services, and a delivery function through Communications Services Branch providing the ministry with photography, audio-visual, publications, releases, speeches, media liaison and other information services (see also first entry under information service). Operates a library of still and motion pictures to lend to groups interested in tourism. Film catalogues available.

416-965-7941
Labour Communications Services Br is the information service for the Ministry of Labour. For a description of activities, see first entry under information service.

416-965-1537
Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

416-965-2756
Nat Res Information Br is the information service for the Ministry of Natural Resources. For a description of activities, see first entry under Information Service.

416-965-7577
Nat Res Northern Affairs Br provides information service and assistance to the citizens of Northern Ontario on all government programs. Officers also help federal government agencies service the North, as well as communicate provincial government programs by newspaper, radio and television under the heading INFORMATION ONTARIO. Contact local Northern Affairs office.

416-592-3345
Ontario Hydro Inquiry And Research Services is the information service for Ontario Hydro. For a description of activities, see first entry under information service.

416-965-3540

Ontario Youth Secretariat researches information and advises the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's Experience Program should be directed to Tel.: 965-0480.

416-965-2099

Revenue Communications Group provides information service concerning programs and policies to the media, the public and internal branches. Prepares informative literature, news releases, speeches, and ministers' statements on request. Participates in development of Ministry bilingual programs. Maintains a newspaper clipping service and manages Ministry advertising. For description of information services function, see first entry under information service.

416-965-2049

Sol Gen Ministry Secretariat provides staff support to the Minister and Deputy Minister in policy development, planning, budget preparation, communications and the application of modern management techniques. The Ministry of the Solicitor General's overall goal is to contribute to the protection and security of society by the enforcement of the law, the maintenance of peace and order and the protection of persons and property while ensuring individual freedom and rights. The information service function for the Ministry is performed by the Communications Policy Advisor (965-2048). See first entry under information service for a description of activities.

416-965-4474

Sol Gen OPP Community Services Br administers safety and crime prevention programs. Provides public relations and information service for the Ontario Provincial Police force. To contact Complaints Bureau, call 965-1614.

416-965-7171

TE & IA Information Services Br, aside from the services mentioned in the general description (see first entry) under information service, has a French Information Officer who provides information and communications advice to other Ontario Government ministries, the media and the public. Coup d'Oeil, a publication in French containing brief descriptions of government programs, is produced monthly for the French media and the public.

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

INHERITANCE TAX

416-965-1700

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

INMATES

416-965-4350

Corr Serv Adult Div Bailiff services is responsible for the classification of reformatory sentenced (two years less one day or less) inmates to the provincial adult correctional institutions. The branch is also responsible for, and maintains records of, all sentenced prisoner movements within Ontario.

416-965-4355

Corr Serv Community Resource Centres house men and women serving sentences in Ontario correctional institutions. The centres are operated by community organizations under contract to the Ministry. An inmate wishing to pursue an employment or education program outside the institution applies for a transfer to the Community Resource Centre where he/she also receives counselling and skills training. Inmates are subject to rules ensuring behaviour in the best interest of the community. Failure to abide by the rules or to make good use of the program results in an inmate's return to the correctional institution.

416-965-6491

Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in

provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-965-3354
Corr Serv Industrial Programs Br develops and coordinates correctional institutions industrial programs and operations such as manufacturing provincial park picnic tables, institutional furniture, motor vehicle licence plates, and canned fruits and vegetables, to encourage meaningful and productive activities by inmates.

416-965-4366
Corr Serv Ontario Parole Board considers for parole inmates serving sentences which include indefinite terms. The Ontario Parole Board only reviews terms of persons in provincial correctional institutions, not of those in federal institutions.

416-965-5975
Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

416-965-4283
Corr Serv Temporary Absence Br operates the temporary absence (T.A.) program which allows inmates, through conditionally approved permits on a day to day basis, or for further specified periods as authorized, to commence or continue their education or jobs while residing in correctional institutions serving their sentences. The T.A. program is also used to screen offenders who want to visit their homes to maintain family and community ties, to attend hospital for diagnosis and treatment, and for job or educational interviews. Contact regional institutions housing the inmate, or the Coordinator, Temporary Absence Branch.

INQUESTS

416-965-7338
Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to

such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

INSECTICIDES

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

INSIDER TRADING

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers,

salesmen, underwriters and advisers (Phone: 965-6578).

INSURANCE

Insurance, see also Ontario Health Insurance Plan

416-965-1811

Ag & Food Ontario Crop Insurance Commission makes available to farmers a crop insurance plan for all commercial insurance crops. Contact regional Ontario Crop Insurance Commission office.

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

416-965-9419

Civ Serv Benefits Policy Br develops, recommends, implements and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2097
Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

416-965-6254
Govt Serv Insurance and Risk Management advises all Ontario ministries and special purpose bodies on insurance coverage, excluding employee benefits. For information on Ontario government employee benefits call 965-2097.

416-482-1111
Health Enrolment Branch enrolls all persons eligible for the Ontario Health Insurance Plan (OHIP); maintains records and answers all questions regarding enrolment and insured status. Immigrants receive health insurance coverage from date of application provided they apply within 90 days of landing in Ontario. Also provides service to employers in administration of their insured groups. Contact district offices.

INTERGOVERNMENTAL

Intergovernmental, see also Federal-Provincial, Interprovincial or Municipalities

416-965-3340
TE & IA Federal-Provincial and Interprovincial Affairs Secretariat assesses policy proposals in particular functional areas in terms of how they relate to the province's intergovernmental policies and objectives. Analyzes effects of policies and programs of other governments on Ontario and on jurisdictional balance of responsibilities within the federation. Provides advice on the Constitution, the distribution of powers and intergovernmental machinery. Prepares material and advice for major intergovernmental and federal-provincial meetings; maintains liaison with federal and other provincial governments.

416-965-4746
TE & IA Taxation and Fiscal Policy Br coordinates preparation of provincial budget. Researches and develops tax and fiscal

policy alternatives for government. Negotiates and coordinates federal-provincial fiscal relations and intergovernmental tax policy.

INTERNATIONAL

International, see TE & IA External Activities Coordination Secretariat

INTERNATIONAL JOINT COMMISSION

416-248-3015

Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

INTERPROVINCIAL

416-767-1163

Ag & Food Ontario Stock Yards Board operates under the federal Livestock & Livestock Producers' Act because of interprovincial trade. Some of the duties of the Ontario Stock Yards Board are to provide facilities for the weighing of livestock and supervising all scale operations. Sales agencies operating in the yard are licensed by the board to act as representatives in the selling of livestock.

416-965-6513

Ind & Tour Metric & Standards Secretariat provides information and coordination services to Ontario government ministries and agencies in their metric conversion and standards activities. Provides central resource file on all aspects of metrication and answers inquiries from the public. Provides Ontario Government position on metric conversion and standards in interprovincial and federal-provincial committees. Provides secretarial resources for interministerial metric conversion committees and task forces.

416-965-2781

Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire

prevention and control.

416-965-3340

TE & IA Federal-Provincial and Interprovincial Affairs Secretariat assesses policy proposals in particular functional areas in terms of how they relate to the province's intergovernmental policies and objectives. Analyzes effects of policies and programs of other governments on Ontario and on jurisdictional balance of responsibilities within the federation. Provides advice on the Constitution, the distribution of powers and intergovernmental machinery. Prepares material and advice for major intergovernmental and federal-provincial meetings; maintains liaison with federal and other provincial governments.

INTESTATE

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

INVENTIONS

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins,

Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

INVESTMENT CONTRACT COMPANIES

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

INVESTORS

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

416-965-6691

TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

ITINERANT SELLERS

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen

of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-6471
CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

JAILS

Jails, see Correctional Institutions

JOINT VENTURES

416-965-5715
Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-5711
Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-2581
Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars;

assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-965-5715

Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

JUSTICES OF THE PEACE

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

JUVENILES

Juveniles, see also Adolescents, Youth

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile

Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-2051

Corr Serv Group Homes Br Juvenile Div. The division serves juveniles (under 16) who are on probation, in group homes, in training schools, or under supervision of probation and after-care officers. The Group Homes Branch promotes group homes as an alternative to training schools, providing juveniles an opportunity for growth in the community. Group homes are on contract with the ministry. A variety of staffing and organization models exist among homes, serving varied needs. Community resources and training schools are used for reassessments. Area coordinators work with homes, providing general support and liaison with other ministry branches and agencies.

416-965-6491

Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-965-1083

Corr Serv Probation and After-Care Juvenile Br serves youth (under 16) on probation, and wards of training schools. Province-wide offices work with juveniles and their families. Non-clients also are advised.

416-965-6424

Corr Serv Volunteer Programs Br coordinates volunteer work in helping the ministry in its rehabilitation programs for probationers and adult offenders in provincial correctional institutions and juveniles in training schools. Operates an information bank of resource material concerning volunteer involvement.

LABORATORIES

Laboratories, see also Laboratory

416-824-4120
Ag & Food Agricultural Research Institute of Ontario inquires into research programmes on agriculture, veterinary medicine and household science. Stimulates interest in agricultural research as a means of developing efficiency in the production and marketing of agricultural products in Ontario. Research stations are in Guelph, Ontario; laboratories at the University of Guelph. In Toronto, contact 965-6695.

416-965-5971
Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

416-965-5841
Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-248-3015
Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

416-965-4063
Health Inspection Br Laboratory Licensing Service ensures the development and maintenance of high standards of medical

laboratory services in Ontario and to encourage most economical use of available resources through a licensing and inspection program. Private and hospital laboratories are inspected annually, or as necessary, and facts on all aspects of laboratory operation are gathered. Also issues licences to specimen collection centres (bleeding stations).

416-248-3161
Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

ABORATORY

Laboratory, see also Laboratories

416-965-2411
Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

416-824-4120
Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-4162
Civ Serv General Services Br French Language Program provides French language training to both provincial and federal government employees. It has a language laboratory. Classes are also held in Ottawa, Sudbury and North Bay.

416-248-3015
Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

416-965-4236
Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also other sections in Health Community Health Protection Br described separately.

416-248-3161
Health Laboratory Services Br has laboratories throughout the province which perform tests to assist in diagnosis, prevention and treatment of disease. The Laboratory Services Branch serves doctors, hospitals, other ministries, and analyzes drinking water for the general public.

416-822-4111
Ind & Tour Ontario Research Foundation (ORF), Sheridan Park, Mississauga, Ontario L5K 1B3 provides Canadian companies and government with a broad range of research and development and technological services through non-profit, contract research. All work undertaken for clients is confidential. Multi-disciplinary, independent laboratory facilities of Ontario Research Foundation are used by over 1000 companies each year for projects ranging from short-term feasibility studies through product and process development to long-range scientific and engineering investigation.

416-248-3684
TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same

services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

LABOUR

Labour, see Labour and Branch Name, Employees, Agricultural Manpower Services Br, TE & IA Economic Analysis Br, TE & IA Ontario Statistical Centre

LABOUR ADMIN OPERATIONS BR **416-965-6115**

Labour Admin Operations Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services.

LABOUR COMMUNICATIONS SERVICES BR **416-965-7941**

Labour Communications Services Br is the information service for the Ministry of Labour. For a description of activities, see first entry under information service.

LABOUR CONCILIATION & MEDIATION SERVICES BR **416-965-7941**

Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation services before resorting to strikes or lockouts.

LABOUR CONSTRUCTION SAFETY BR **416-965-7161**

Labour Construction Safety Br is concerned with the safety of employees on construction of buildings and on streets, sewers, watermains, underground work and work under compressed air. The branch sets and ensures safety standards in the province and provides educational, consultative and research services on construction safety. Contact regional office.

LABOUR EMPLOYMENT ADJUSTMENT SERVICE **416-965-3303**

Labour Employment Adjustment Service provides consultation and liaison for labour and employers to help them cope with the effects on employment of technological and economic change. Also helps them to make use of public and private sector programs when faced with potential unemployment problems.

LABOUR EMPLOYMENT STANDARDS BR **416-965-5251**

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for

employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

LABOUR FINAN MANAGEMENT BR **416-965-4148**
Labour Finan Management Br supplies the ministry with financial management services. For a description of functions, see first entries under financial management and accounting.

LABOUR INDUSTRIAL RELATIONS DIVISION **416-965-6094**
Labour Industrial Relations Division activities are directed towards the promotion and maintenance of labour harmony. Within the division, Conciliation and Mediation Services and the Labour-Management Arbitration Commission are concerned with labour-management relations, assistance in settling disputes, and arbitration of grievances. Functions of these offices are described separately. See Labour & Branch Name.

LABOUR INDUSTRIAL SAFETY BR **416-965-4125**
Labour Industrial Safety Br encourages prevention of accidents in Ontario industry, including the logging industry, by inspecting operations, issuing corrective directions, and ensuring the elimination of hazards and the provision of necessary protective devices and safety clothing. The Engineering Section (Tel: 965-4131) certifies drawings of industrial establishments before construction. Contact regional office.

LABOUR LABOUR RESEARCH BR **416-965-6101**
Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

LABOUR LABOUR SAFETY COUNCIL **416-965-6111**
Labour Labour Safety Council advises the Minister of Labour on matters involving the safety of workers. Maintains an extensive safety information service on applied safety research, national and international standards, safety techniques and safety legislation in North America. Provides information on request.

LABOUR LABOUR SERVICES DIVISION **416-965-1828**
Labour Labour Services Division activities are directed

towards the safeguarding of equitable terms and conditions of employment and ensuring worker safety at the place of employment. Within the division, the Employment Standards Branch, Employment Adjustment Service, Construction Safety and Industrial Safety branches administer and enforce legislation and conduct programs concerned with these areas. Functions of these branches are described separately. See Labour & Branch Name.

LABOUR LEGAL BR **416-965-6625**
Labour Legal Br provides legal services for the Ministry of Labour. For a description of branch activities, see first entry under Legal Services.

LABOUR ONTARIO LABOUR RELATIONS BOARD **416-965-0204**
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

LABOUR ONTARIO LABOUR-MANAGEMENT ARBITRATION **416-965-5669**
Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

LABOUR PERSONNEL BR **416-965-6121**
Labour Personnel Br performs the personnel functions for the Ministry of Labour. For a description of branch activities, see first entry under Personnel.

LABOUR RELATIONS

416-965-5077

Health Human Resources Br performs the personnel functions for the Ministry of Health. For a description of branch activities, see first entry under personnel. The Branch is also a resource to the general health sector in labour relations, compensation and management development.

416-965-6101

Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

LABOUR WOMEN CROWN EMPLOYEES OFFICE **416-965-0564**

Labour Women Crown Employees Office acts as an internal consultant to the ministries and Crown agencies in the Ontario government in developing and coordinating affirmative action plans to upgrade the status of their women employees. Provides career information and training opportunities. Each ministry and agency has a Women's Advisor or Coordinator in either the Deputy Minister's office or the Personnel branch. Contact individual ministry Women's Advisors.

LABOUR WOMEN'S BUREAU **416-965-1537**

Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees. Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

LABOUR WOMEN'S PROGRAMS DIV **416-965-6605**

Labour Women's Programs Div Office of the Executive Coordinator coordinates policies and programs to improve the status of women in Ontario. The Executive Coordinator is a member of the Ontario Status of Women Council and the Civil Service Commission, ensuring that provincial government programs for women, and access to the government service and the private sector are coordinated. Provides direction to the Women Crown Employees Office serving women in the Ontario Public Service, and to the Women's Bureau, serving those in the private sector. Functions of these offices are described

separately.

LAKES

Lakes, see also Rivers, Streams, Water, Watersheds

416-965-5115

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-3058

Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

416-965-4590

Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

416-965-6194

Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-965-4590

Env Water Resources Water Modelling Section develops, adapts

and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact regional office.

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

416-832-2261

Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

LAND

Land, see also Real Property, also Crown Land

416-965-9433

Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide

financial assistance to improve productivity of agricultural land.

416-965-1012

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

416-965-6644

CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-3248

CCR Property Rights Property Law Br performs statutory functions of Director of Titles; responsible for legal quality of land registration records; drafts amendments to the regulations under the Land Titles Act, the Registry Act, The Condominium Act, the Boundaries Act and the Certification of Titles Act. Processes applications of title and for conversion of title from the land registry to the land titles system.

416-965-2504

CCR Real Estate And Business Brokers Act ensures protection of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with

accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

416-965-2172

Govt Serv Program Management Br is responsible for the management of all accommodation projects of the Ontario Government. Ensures that capital projects and leaseback projects are completed on schedule, within the budget, and to the satisfaction of client ministries. Acquires land and other properties required for capital construction projects. Provides leasing services to adequately accommodate government programs. Provides alterations of government-owned and leased accommodation to ensure efficient operation of programs of ministries. Provides liaison for the Ministry of Government Services with all ministries and government agencies for all accommodation needs.

416-965-6745

Govt Serv Realty Services Br is responsible for the appraisal, negotiation and surveying requirements for the acquisition and sale of real estate for most ministries, including land required for construction programs. Appraises, negotiates and acquires leased accommodation. Handles interim management of government property and disposes of such through sale or lease. Under the Employee Home Owners Assistance Plan, assists government employees transferred to other locations in Ontario, in selling their homes (Phone: 965-6748). Maintains an inventory of government-owned land, buildings, leases and accommodations.

416-965-9562

Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-2826

Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and

rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-0254
Housing Land Coordination Br coordinates the Ministry's land acquisition program, in liaison with the Housing Production Division and the Realty Services Branch of the Ministry of Government Services. This includes forecasting financial requirements, monitoring expenditures, and ensuring that land requirements are met to satisfy housing programs. Administers the Municipal Land Development Program which provides information and assistance to municipalities in assembly and servicing of land to provide serviced land for housing and thereby suppress escalation of land prices.

416-965-0250
Housing OHC HOME Housing Production Br is responsible for development of land in municipalities throughout Ontario in order to produce serviced lot units. These units are passed to the Marketing Branch and sold, through the developers, to the general public under the Home Ownership Made Easy (HOME) plan.

416-965-9838
Housing OHC Marketing Br. Under the Home Ownership Made Easy (HOME) plan, the Ontario Housing Corporation (OHC) acquires and develops land and then arranges for developers to build housing for sale to qualified moderate income families. Purchasers buy the houses and the land subject to two preferred interest rate mortgages: the first mortgage is on the house and second mortgage is on the full market value of the land, although the purchaser initially pays principal and interest only on the government's cost of the land. The difference between the government's cost and market value does not have to be paid off for 35 years or until re-sale, whichever is sooner. Contact with the public on HOME houses is through this branch.

416-965-0265
Housing OHC Technical Services Planning Br supplies planning information to housing production agencies, Members of Provincial Parliament (MPPs), the public and other government agencies concerned with the planning aspects of housing. Answers questions on land use planning related to Ontario

Housing Corporation (OHC) projects. Detailed information available on the new communities at Malvern and Saltfleet and the proposed Ottawa South-East City. Research information available on banking of land, condominiums, housing types and densities, environmental impacts.

416-965-3173

Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and private industry towards accelerated servicing of residential land and production of housing with an acceptable range of prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through Ontario Mortgage Corporation.

416-965-5506

Housing Subdivisions Br implements Ministry program designed to provide adequate housing within a sound planning framework. The province is responsible for approving plans of subdivisions and condominiums across Ontario (except where approval power has been delegated to a regional municipality), and land severance applications in most of Northern Ontario. The branch ensures that these decisions conform to local, provincial and federal policies. Reviews decisions by local Committees of Adjustment and Land Division Committees on land severance applications.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

416-965-2741

Nat Res Lands Administration Br Acquisition Section

(965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

416-965-5403

Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

416-965-3518

TE & IA Ontario Land Corporation. The Ontario Land Corporation (OLC) promotes community and industrial development of land in Ontario (e.g. new towns, industrial parks).

416-965-6945

TE & IA Project-Townsite Development Group researches, designs, organizes & manages activities required to carry out such projects as: the development of new northern communities and/or expansion of existing ones to serve population growth from resource development activity, or special studies of areas affected by provincial policies such as the Wasaga Park Community Project. The Wasaga Park Project provides for the recreational needs of Southern Ontario by the development of a year-round multi-use park and the local community through land use policies and by providing the necessary public services and recreation facilities. The Group advises ministries on the development of projects or policies that have impact on urban settlement patterns.

416-248-3213

TR & Comm Property Br is responsible for policies and procedures pertaining to the appraisal and acquisition of property required for Ministry programs. This includes expropriation and land management. Contact regional offices. In Metro Toronto, call Central Region, 248-3455.

LAND COMPENSATION BOARD

416-965-1012

Att Gen Land Compensation Board, one of the provincial special purpose quasi-judicial bodies, determines compensation for land lost through expropriation by a statutory authority, or for damages to land owners injured or injuriously affected by the actions of a statutory authority, for personal and business damages, and for disturbance damages. The Land Compensation Board supplies information on arbitration proceedings for compensation and related matters.

LAND PATENTS

416-965-5741

Govt Serv Protocol Services Recording Office records and certifies documents and land patents searches. See also Govt Serv Protocol Services Protocol Section, also Scrolls Section.

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

LAND REGISTRY

416-965-6644

CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-3248

CCR Property Rights Property Law Br performs statutory functions of Director of Titles; responsible for legal quality of land registration records; drafts amendments to the regulations under the Land Titles Act, the Registry Act, The Condominium Act, the Boundaries Act and the Certification of Titles Act. Processes applications of title and for conversion of title from the land registry to the land titles

system.

LAND SPECULATION TAX

416-965-1700

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

LAND TRANSFER TAX

416-965-1700

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

LAND USE PLANNING

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-965-9433

Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide financial assistance to improve productivity of agricultural land.

416-965-1497

Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-965-0265

Housing OHC Technical Services Planning Br supplies planning information to housing production agencies, Members of Provincial Parliament (MPPs), the public and other government

agencies concerned with the planning aspects of housing. Answers questions on land use planning related to Ontario Housing Corporation (OHC) projects. Detailed information available on the new communities at Malvern and Saltfleet and the proposed Ottawa South-East City. Research information available on banking of land, condominiums, housing types and densities, environmental impacts.

416-965-6504

Housing Townsend Community Development Program coordinates land use planning and development of a new community in the Regional Municipality of Haldimand-Norfolk to provide residential accommodation, commercial and social services required by the rapid industrial expansion of the City of Nanticoke. The Townsend Community Development Program coordinates related activity by provincial ministries and the municipality. A group of provincial and municipal officials form the Townsend Advisory Committee to advise the Minister of Housing. A public participation program is also operated to involve those affected by or interested in the project, considering environmental protection and preservation of agricultural land.

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-2899

Nat Res Land Use Coordination Br establishes methods and procedures to coordinate planning for the use of crown land. Participates in land use planning done by other ministries. Prepares lake development plans (965-5344). Coordinates the preparation of environmental assessments for the Ministry subject to the Environmental Assessment Act, 1975 (965-2781).

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the

population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

LANDLORD

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-923-1199

CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

416-965-9654

Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program

which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

LAW ENFORCEMENT

416-965-4755

Att Gen Criminal Injuries Compensation Board provides compensation to victims who have received physical injury as the result of an unprovoked crime of violence, or to the dependants of an innocent victim of a fatal occurrence. The Criminal Injuries Compensation Board also awards compensation to police and others taking part in law enforcement.

416-965-2561

Sol Gen Centre of Forensic Sciences prepares legally admissable evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Provides educational programs and materials for persons and agencies using forensic science services.

416-965-1554

Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

416-965-4456

Sol Gen OPP Central Records & Communications Br maintains a central police records centre, the Ontario Provincial Police (OPP) teletype network, and Canadian Police Information Centre (CPIC) computer terminals at OPP installations. The branch provides management information; also disseminates information relating to criminal activities, suspended Ontario drivers, and vehicle registration data to law enforcement agencies.

416-965-8114

Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and suppression of illegal drugs.

LAW REFORM

416-965-4761

Att Gen Ontario Law Reform Commission inquires into any matters relating to law reform, the administration of justice, judicial and quasi-judicial procedures. The Ontario Law Reform Commission conducts legal research to carry out these functions.

LEAD

416-965-5778

Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

LEARNERS PERMITS

416-965-7143

TR & Comm Driver Licensing Office issues an appropriate drivers licence to all eligible applicants in Ontario, including learners permits, renewals, replacements and corrections of licences. Collects and refunds appropriate fees to drivers. For driver examination contact regional or district offices.

LEGAL AID

416-366-9631

Ontario Legal Aid Plan is operated by the Law Society of

Upper Canada, under authority of the Attorney General of Ontario. The Ontario Legal Aid Act ensures that no one shall be denied the services or advice of a lawyer because of lack of money. Every resident of Ontario, and in certain circumstances non-residents, may apply for legal assistance with the local area office. Qualification is based on need, with the local Community & Social Services District Office conducting an investigation of income, expenses and capital assets of the applicant. A report is made to the Legal Aid Area Director as to whether applicant pays nothing, a portion, or all costs of the legal aid applied for. In this last situation, a person would be ineligible. The Legal Aid Certificate issued to an approved applicant is presented to a lawyer of his/her choice who participates in the plan. Consult local telephone directory for legal aid office in area. In the Judicial District of York, contact 366-9631.

LEGAL RESEARCH

416-965-4761

Att Gen Ontario Law Reform Commission inquires into any matters relating to law reform, the administration of justice, judicial and quasi-judicial procedures. The Ontario Law Reform Commission conducts legal research to carry out these functions.

LEGAL SERVICES

Legal Services Branch in each ministry counsels the ministry on legal matters including: interpretation of statutes and regulations; preparation and review of proposed legislation, regulations and other legal documents. Supplies the ministry with general legal services such as preparing litigation, settlement of claims, acting at court hearings, etc. Legal Branches are responsible to the Attorney General's Office.

416-965-6805

Ag & Food Legal Br provides legal services for the Ministry of Agriculture and Food. For a description of branch activities, see first entry under legal services.

416-965-4337

CCR Legal Services provide legal services for the Ministry of Consumer and Commercial Relations. For a description of activities see first entry under legal services.

416-965-1928

Coll Univ Legal Officer performs legal services for the ministry. For a description of functions, see first entry under legal services.

416-965-5147
Comm Soc Legal Services Br provides legal services for the Ministry of Community and Social Services. For a description of branch activities, see first entry under legal services.

416-965-6884
Corr Serv Legal Services Br provides legal services for the Ministry of Correctional Services. For a description of branch activities, see first entry under legal services.

416-965-5793
Cult & Rec Legal Services Br provides legal services for the ministry and its agencies. For a description of branch activities see first entry under legal services.

416-965-5427
Educ Legislation Br, besides its internal service to the Ministry of Education, provides information service and advice to school boards, municipalities, teachers and the public about education legislation that affects their rights, duties and responsibilities. Branch can also be reached at these Toronto numbers: 965-5428, 965-4556, 965-2621 and 965-2060. For a description of the internal service function, see first entry under legal services.

416-965-2684
Env Legal Services Br provides legal services for the ministry. For a description of branch activities see first entry under legal services.

416-965-1141
Govt Serv Legal Br provides legal services for the ministry, in the areas of conveyancing and contracts, e.g. the acquisition (including expropriation), sale and lease of land, buildings negotiation and formulation of building contracts, computer contracts and contracts for other types of services. Provides legal opinions relating to pension benefits and litigation, relating to the collection of outstanding accounts.

416-965-2477
Health Legal Br provides legal services for the Ministry of Health. For a description of branch activities, see first entry under legal services.

416-965-9849
Housing Legal Services Br provides legal services for all branches of the Ministry of Housing including the Ontario Housing Corporation and the Ontario Mortgage Corporation. For a description of activities see first entry under Legal

Services.

416-965-6625
Labour Legal Br provides legal services for the Ministry of Labour. For a description of branch activities, see first entry under Legal Services.

416-965-2748
Nat Res Legal Services Br provides legal services for the Ministry of Natural Resources. For a description of branch activities, see first entry under legal services.

416-965-1264
Revenue Legal Services Br provides legal services for the Ministry of Revenue. For a description of branch activities, see first entry under legal services.

416-965-3440
Sol Gen Legal Services provides legal services for the Ministry. For a description of functions, see first entry under legal services.

416-965-6926
TE & IA Office of Legal Services provides legal services for the Ministry of Treasury, Economics and Intergovernmental Affairs. For a description of branch activities, see first entry under legal services.

416-248-3381
TR & Comm External Relations Division, through the Office of Legal Services (248-3617) and Division Support and Claims Branch (248-3127) provides legal services for the Ministry of Transportation and Communications, including land compensation and claims administration.

LEGISLATION

416-965-2831
Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

416-965-1406
Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is

responsible for procedure and the daily publication of the Order Paper and Votes and Proceedings, the official record of the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

LEGISLATIVE ASSEMBLY OFFICE

416-965-6831

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

LEGISLATIVE ASSEMBLY OFFICE ADMINISTRATIVE 416-965-9489

Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

LEGISLATIVE ASSEMBLY OFFICE CLERK'S OFFICE 416-965-1406

Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is responsible for procedure and the daily publication of the Order Paper and Votes and Proceedings, the official record of the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

LEGISLATIVE ASSEMBLY OFFICE HANSARD **416-965-1456**

Legislative Assembly Office Hansard Reporting Services covers all sittings of the Legislature of Ontario and selected committees and publishes an Official Report (Hansard). The final printed hansard is distributed to each Member of Provincial Parliament (MPP) and is available from the Ontario Government Bookstore, 880 Bay St., Toronto, telephone 965-2054, and in most libraries. To subscribe to the Hansard, contact Clerk of the Assembly, Queen's Park, Toronto, telephone 965-1406.

LEGISLATIVE ASSEMBLY OFFICE SPEAKER'S OFFICE **416-965-2331**

Legislative Assembly Office Speaker's Office. The Speaker of the Assembly is its Chief Presiding Officer and is responsible for both policy and operations. The Speaker is also Chairman of the Board of Internal Economy that governs financial affairs of the Assembly, including review of estimates. The office also includes the Sergeant-at-Arms of the Assembly as well as the Pages employed during sessions.

LEGISLATIVE ASSEMBLY RETIREMENT

416-965-2097

Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

LEGISLATIVE BUILDING

416-965-6415

Govt Serv Legislative Services Br provides housekeeping, repair, maintenance and messenger services in the Legislative Building, as required by Members of the Provincial Parliament (MPP) and for the government. The media studio (Phone: 965-1164) is for the use of MPPs for press conferences.

416-965-9489

Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides

visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

LEGISLATIVE COUNSEL SERVICES

416-965-2841

Att Gen Legislative Counsel Services provides legislative advisory services to every Member of Provincial Parliament (MPP), government Ministers and Ministries. The Legislative Counsel Services is responsible for the drafting of bills and regulations, and for the preparation of annual statute books and the filing and publishing of regulations. For information on regulations, contact 965-2854.

LEGISLATIVE LIBRARY

LEGISLATIVE ASSEMBLY, OFFICE OF

416-965-4545

~~Govt Serv~~ Legislative Library offers full privileges, borrowing and research to Members of the Provincial Parliament (MPP) and staff members of Ontario ministries and agencies. As well as books in the humanities and law, the legislative library has a large collection of Ontario, Canadian and United States government publications, and all the major Ontario daily and weekly newspapers. The U.S. government publications and current newspapers in the library may be consulted by the public.

LEPROSY

416-965-4094

Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

LETTERS OF ADMINISTRATION

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's

Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

LETTERS OF GUARDIANSHIP

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

LETTERS PATENT

416-965-5424

CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

LETTERS PROBATE

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

LIBERAL PARTY CAUCUS OFFICE **416-965-1676**

Liberal Party Caucus Office. Each Member of Provincial Parliament (MPP) belonging to the Liberal Party belongs to the Liberal Party Caucus. The Caucus Office responds to

inquiries and requests for assistance from the public and from other governmental jurisdictions. Reviews input from the public on matters of provincial jurisdiction.

LIBRARY

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-3735

Comm Soc Policy Analysis Secretariat provides the ministry with strategic planning coordination, program analysis, and integration of multi-year plans and annual estimates preparation. Develops and evolves options for the Provincial Income Security Policy and supports Ontario participation in federal-provincial reviews. Conducts research studies and provides support and consultation for research activities and other related programs within the ministry. Operates the ministry library (965-2300).

416-965-7695

Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the

cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

416-965-2696

Cult & Rec Provincial Library Services is responsible for public libraries throughout Ontario. Provides library grants, library by-laws and statistics, and other information assistance. Maintains close liaison with associations related to library functions and develops library services on

a province-wide basis. Publishes the Ontario Library Review and In Review: Canadian Books For Children.

416-965-6763

Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

416-965-6407

Educ Communications Services Br is the information service for the Ministry of Education. For a description of activities see first entry under information service. In addition its information analysis centre provides the Ministry of Education with library services, a newspaper clipping service, conference information, and selective dissemination of information relevant to ministry projects.

416-965-3246

Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

416-965-6961

Env Administrative Services Br, in addition to the usual administrative services functions (see first entry under administrative services for description), provides a broad range of support services to ministry programs. These include inventory and fixed asset control, editing and coordination of manual, systems and EDP planning and operation. In Toronto, its library at 135 St. Clair Ave West (965-7978), and another at Resources Road (248-3048), are open to the public.

416-965-7048
Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

416-965-4545
Govt Serv Legislative Library offers full privileges, borrowing and research to Members of the Provincial Parliament (MPP) and staff members of Ontario ministries and agencies. As well as books in the humanities and law, the legislative library has a large collection of Ontario, Canadian and United States government publications, and all the major Ontario daily and weekly newspapers. The U.S. government publications and current newspapers in the library may be consulted by the public.

416-965-2069
Govt Serv Printing Services Br has four operating sections: Print Procurement Service (965-2056) supplies printing and typographic services to Ontario Government ministries and agencies through the graphic arts industry in Ontario; Duplicating Service (965-2211) provides an in-plant reproduction facility when private sector services are impractical; Stationery Service (965-7072) operates a retail outlet supplying common stationery and office supplies; Publications Service, through both the Publications Centre (965-6015) and the Ontario Government Bookstore (965-2054) is responsible for the library depository system, cataloguing, inventory control and distribution of Ontario government publications.

416-965-6937
Govt Serv Supply Administration Br provides a government-wide purchasing service, including development of specifications and standards. Develops Collective Purchasing Arrangements for commodities commonly used by Ontario Government ministries and agencies. In addition to purchasing the requirements of the Ministry of Government Services, the branch purchases furniture and all other furnishings for other ministries and other items required for the initial outfitting of new facilities. Operates the Public Tenders Office to receive tenders for government contracts. Maintains suppliers lists by vendor and commodity, and a vendors catalogue library. Controls and directs government

assets disposal.

416-965-5051

Health Supply And Services Br provides administrative support services for the ministry and liaises in related activities with other ministries. Three areas of responsibility are: Supply Area (Tel. 965-3550) handles provision of goods and services such as central stationery and publications stores, government pharmacy warehouses, central purchasing, transport service. Records and Common Services Area (965-2850) provides micro-records including micro-filming of Health Insurance transactions, central registry of files, mail and messenger service, records and forms management, reproduction for photocopy requirements. Accommodation and Maintenance Area (965-2431) provides accommodation requirements and support services such as motor vehicle and liability insurance, procurement of licences. Operates a library for use by staff. For general description of administrative service functions, see first entry under administrative services.

416-965-5466

Ind & Tour Communications Div has two major functions: a planning function for developing communications plans for each ministry division plus advertising services, and a delivery function through Communications Services Branch providing the ministry with photography, audio-visual, publications, releases, speeches, media liaison and other information services (see also first entry under information service). Operates a library of still and motion pictures to lend to groups interested in tourism. Film catalogues available.

416-965-4566

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and forms control and central filing. Library Services Section (965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

416-965-6101

Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

416-965-2314

TE & IA Library Services Br has reference materials for use by the Ministry and its agencies, and to a lesser extent, by other provincial and federal ministries. The Library has three indices which may be of interest to municipalities and the public: an index to the Private Acts of Ontario since 1867; an index and History of Incorporation for Ontario Municipalities since 1792; an index to unincorporated places in Ontario. Questions on annexations, amalgamations, dissolutions of municipalities, e.g. to which county or district certain townships, villages, towns and cities belong, can be answered by this branch.

416-248-3178

TR & Comm Supply and Services Br provides the Ministry with a variety of services. Tenders Office (248-3651) advertises and supplies information on construction and supply contracts and conducts public tender openings. Purchasing & Supply Office (248-3361) purchases and disposes of all motor vehicles used by the Ontario government; purchases construction, maintenance and operating supplies and equipment. Supply Services Office (248-3853) operates a central garage service, instruments repair service; maintains control of movable assets. Special Services Office (248-3364) provides the usual administrative services, including accommodation design and control, office furnishings; establishes sites for and inspects freeway service centres. Records Services Office (248-3531) maintains a reference library related to ministry programs; prepares manuals, publications, maps and photographs for ministry and public distribution; performs records management function. Graphic Services Office (248-3557) provides art, display, reproduction facilities.

ICENCE OF OCCUPATION

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

LICENCES

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-965-5841

Ag & Food Veterinary Serv Br Meat Inspection Section issues licences and inspects slaughtering plants except those registered under the Meat Inspection Act (Canada), and those engaged solely in slaughtering animals exempted by regulations under the Act.

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4121

CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

416-965-5424

CCR Companies Service Br Returns Section deals with corporations in their filing of annual returns, by-laws, special resolutions, cancellation of charters (letters patent, certificates of incorporation) and extra-provincial licences. Also deals with arrears statements re annual returns, default notices and revival of corporations.

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit

corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-4150
CCR Elevating Devices Br inspects elevating devices, including ski installations, aerial tramways, golf incline lifts, escalators and moving walks and issues licences for their operation. Approves drawings of new installations and major alterations. Investigates accidents and complaints of unsafe conditions or improper use of these devices.

416-965-7627
CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-965-4654
CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

416-965-5181
CCR Lotteries Br issues licences, supervises and controls all lottery operators in Ontario. These include bingos, raffles, and games of chance operated within the Criminal Code of Canada. Copies of the regulations are available from the branch on request.

416-965-0520
CCR Ontario Racing Commission (ORC) promotes the proper management of horse racing and the orderly behaviour and integrity of participants. Issues licences to participants and encourages the improvement of the quality of horses that race. Contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

416-965-4188
CCR Operating Engineers Br promotes the safe operation of

power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

416-421-2462

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

416-965-4490

Cult & Rec Historical Planning And Research Br provides historical research and archaeological information needed in the planning and development of Ontario government programs. Provides the Ontario Heritage Foundation with professional archaeological assistance. Answers inquiries about archaeological licences.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

416-965-7048

Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research

grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

416-965-2401

Env Pollution Control Br Pesticides Control Section ensures safe and effective use of pesticides and herbicides. Issues licences for use and sale of pesticides. Contact regional office.

416-965-6194

Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-965-4063

Health Inspection Br Laboratory Licensing Service ensures the development and maintenance of high standards of medical laboratory services in Ontario and to encourage most economical use of available resources through a licensing and inspection program. Private and hospital laboratories are inspected annually, or as necessary, and facts on all aspects of laboratory operation are gathered. Also issues licences to specimen collection centres (bleeding stations).

416-965-2761

Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in

Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

416-965-1578

TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions. Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

416-965-7143

TR & Comm Driver Licensing Office issues an appropriate drivers licence to all eligible applicants in Ontario, including learners permits, renewals, replacements and corrections of licences. Collects and refunds appropriate fees to drivers. For driver examination contact regional or district offices.

416-965-6663

TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-965-2217

TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

416-965-1845

TR & Comm Ont Highway Transport Board, an administrative tribunal, serves the people of Ontario by certifying to the Minister of Transportation & Communications the public necessity and convenience of highway transport services, resulting in the issuance of licences for the carriage of goods and/or passengers for compensation.

416-965-1226

TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

LIENS

416-965-7655

CCR Property Rights Personal Property Registration Branch provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

416-965-5403

Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

LIGHT RAIL TRANSIT

416-248-3771

TR & Comm Transit Systems Br conducts research on the current state of transit technology, and related development work, in order to identify areas of improvement. Advises the ministry on technological developments as they relate to ministry

transit policy, and coordinates research and development work on transit with other agencies and jurisdictions. Current research program includes: Light Rail Transit (LRT); transit infrastructure, systems operations; electrical power engineering and transit control systems.

LIMITED COMPANIES

Limited Companies, see Corporations, also Partnerships

LIQUOR

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

416-965-4654

CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

416-965-6831

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

416-965-8114

Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and

suppression of illegal drugs.

LIQUOR CONTROL BOARD

416-965-4911

CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

LIQUOR LICENCE BOARD

416-965-4654

CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

LITTER

Litter, see Waste

LIVESTOCK

416-965-1241

Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

416-965-5971

Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

416-767-1163

Ag & Food Ontario Stock Yards Board operates under the federal Livestock & Livestock Producers' Act because of interprovincial trade. Some of the duties of the Ontario Stock Yards Board are to provide facilities for the weighing of livestock and supervising all scale operations. Sales agencies operating in the yard are licensed by the board to act as representatives in the selling of livestock.

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

LOAN COMPANIES

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

LOANS

Loans, see also Grants

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

416-965-2611

Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-2826

Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to

smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

416-965-2204

TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

LOCAL GOVERNMENT

Local Government, see Municipalities

LOCAL ROADS BOARDS

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour

Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

LOCKOUTS

416-922-7679

Educ Educational Relations Commission was established in 1975 to set out negotiation procedures for teachers and school board bargaining. Assists in negotiations, provides mediators, supervises votes for strikes and lockouts, and advises the Lieutenant Governor in Council when the strike or lockout is jeopardizing the students' education.

416-965-7941

Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation services before resorting to strikes or lockouts.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

LOGGING

Logging, see Timber

LONG TERM INCOME PROTECTION

416-965-2097

Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public

Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

LOTTERY

416-965-5181

CCR Lotteries Br issues licences, supervises and controls all lottery operators in Ontario. These include bingos, raffles, and games of chance operated within the Criminal Code of Canada. Copies of the regulations are available from the branch on request.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

MAIL DELIVERY

416-965-1051

Govt Serv Special Services Br provides Ontario government ministries with these services: complete mass mailing, including addressing, labelling, folding and inserting, in addition to regular mail delivery (Tel. 965-6902); a collection service for money due to the government (Tel. 965-5195); records retention and retrieval for semi-active files; a complete vehicle repair and trucking service, available to ministries on a charge-back basis.

MANAGEMENT BOARD COORDINATOR ON BILINGUALISM **416-965-3865**

Management Board Coordinator on Bilingualism coordinates the government's policy on bilingualism, that is, English and French bilingual language services to the public.

MANAGEMENT BOARD SECRETARIAT **416-965-1772**

Management Board Secretariat provides staff support and advice to the Management Board of Cabinet and other Cabinet Committees. Its clientele is entirely internal to Government. Being a support function to a Cabinet Committee, the Secretariat follows Cabinet procedures regarding

confidentiality.

MANPOWER

416-965-6149

Ag & Food Agricultural Manpower Services Br assists Ontario farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

416-965-2720

Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), désigned to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario

Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

ANUFACTURERS

Manufacturers, see also Manufacturing

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-2127

CCR Upholstered And Stuffed Articles Br registers renovators and manufacturers of upholstered and stuffed articles; inspects premises of registrants as well as retailers of

these articles. Investigates consumer complaints about stuffed furniture, mattresses, pillows, toys, etc. and tests filling material submitted to the branch. Contact Queen's Park or regional offices.

416-965-1015

Ind & Tour Domestic Marketing Br assists Ontario manufacturers in obtaining maximum sales in the domestic marketplace. Commodity marketing consultants are available to discuss sales potential and marketing techniques for consumer or industrial products. Current information is available on agents and distributors throughout Canada, trade shows, marketing opportunities, marketing forums and sales-oriented seminars and related items.

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-2581

Ind & Tour International Marketing Br has marketing

consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-965-4347
Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

MANUFACTURING

Manufacturing, see also Manufacturers

416-965-5715
Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-5711
Ind & Tour Industrial Development Br provides services to

Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-4392

Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and economic data on Ontario manufacturing: to Industrial Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

416-965-5715

Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

MAPLE SYRUP

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-7701

Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two

attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

MAPS

416-965-4030

Cult & Rec Archives Of Ontario acquires significant unpublished documents to preserve Ontario's historical heritage and to retain information of long-term operational value to government ministries. Obtains from Ontario government agencies, through statutory control, important non-current records, and from other sources, through donation or purchase, any important manuscripts, maps, pictures, early newspapers, etc. dealing with Ontario history. Operates a public reading room for those doing historical, legal or other research. The Archives welcomes information on the location of historical material.

416-965-5134

Nat Res Administrative Services Br, besides the usual administrative services functions, serves the public through these units: Aerial Photo Unit (965-1123) which provides aerial photographs; Map Unit (965-6511) which provides topographical and geographical maps. Mines publications are also available (965-1348). For a description of administrative service functions, see first entry under administrative services.

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education

classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

416-248-3178

TR & Comm Supply and Services Br provides the Ministry with a variety of services. Tenders Office (248-3651) advertises and supplies information on construction and supply contracts and conducts public tender openings. Purchasing & Supply Office (248-3361) purchases and disposes of all motor vehicles used by the Ontario government; purchases construction, maintenance and operating supplies and equipment. Supply Services Office (248-3853) operates a central garage service, instruments repair service; maintains control of movable assets. Special Services Office (248-3364) provides the usual administrative services, including accommodation design and control, office furnishings; establishes sites for and inspects freeway service centres. Records Services Office (248-3531) maintains a reference library related to ministry programs; prepares manuals, publications, maps and photographs for ministry and public distribution; performs records management function. Graphic Services Office (248-3557) provides art, display, reproduction facilities.

416-248-3248

TR & Comm Surveys and Plans Office, Engineering Services Branch provides the ministry with: aerial and ground surveys relative to remote sensing, computer graphics, photogrammetric plans, cartographic maps, legal survey plans and documents. Maps are also available to the public. Contact regional or district offices.

MARINA

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-6896

Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario,

Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

MARKETING

416-824-4120

Ag & Food Agricultural Research Institute of Ontario inquires into research programmes on agriculture, veterinary medicine and household science. Stimulates interest in agricultural research as a means of developing efficiency in the production and marketing of agricultural products in Ontario. Research stations are in Guelph, Ontario; laboratories at the University of Guelph. In Toronto, contact 965-6695.

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-965-2124

Ag & Food Farm Products Marketing Board administers the Farm Products Marketing Act which provides for the regulation of forty food commodities regulated under twenty marketing plans. Each marketing plan is administered by a producer marketing board. Questions regarding specific commodity plans may be directed to the secretary of each board.

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario

Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

416-965-5715

Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-1015

Ind & Tour Domestic Marketing Br assists Ontario manufacturers in obtaining maximum sales in the domestic marketplace. Commodity marketing consultants are available to discuss sales potential and marketing techniques for consumer or industrial products. Current information is available on agents and distributors throughout Canada, trade shows, marketing opportunities, marketing forums and sales-oriented seminars and related items.

416-965-2581

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

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Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and

international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

MARRIAGES

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

MATERNITY LEAVE

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

MATTRESS

Mattress, see Upholstered and Stuffed Articles

MAUSOLEUM

Mausoleum, see Cemeteries

MCLAUGHLIN PLANETARIUM

416-928-3690

Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

MEAT INSPECTION

416-965-5841

Ag & Food Veterinary Serv Br Meat Inspection Section issues licences and inspects slaughtering plants except those registered under the Meat Inspection Act (Canada), and those engaged solely in slaughtering animals exempted by regulations under the Act.

MECHANICAL FITNESS

416-965-6663

TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-965-2162

TR & Comm Licensing & Control Div Safety Standards & Practices Br develops inspection procedures and rejection criteria & mechanical fitness standards for vehicles in use and used vehicles offered for resale. Develops safety standards for new vehicle and vehicle components, and manages vehicle component approval program. Acts as automotive engineering consultant for the Ministry of Transportation and Communications and at times for the Ministry of Industry and Tourism. Investigates heavy commercial vehicle collisions to find out means of improving vehicle design, maintenance and inspection. Develops legislation and regulations relating to vehicle and vehicle component design, and vehicle inspection.

MEDIA STUDIO

416-965-6415

Govt Serv Legislative Services Br provides housekeeping, repair, maintenance and messenger services in the Legislative Building, as required by Members of the Provincial Parliament (MPP) and for the government. The media studio (Phone: 965-1164) is for the use of MPPs for press conferences.

MEDIATION

416-965-7941

Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation

services before resorting to strikes or lockouts.

416-965-6094
Labour Industrial Relations Division activities are directed towards the promotion and maintenance of labour harmony. Within the division, Conciliation and Mediation Services and the Labour-Management Arbitration Commission are concerned with labour-management relations, assistance in settling disputes, and arbitration of grievances. Functions of these offices are described separately. See Labour & Branch Name.

EDICAL ASSOCIATIONS

416-965-4247
CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

EMBER OF PROVINCIAL PARLIAMENT

416-965-2841
Att Gen Legislative Counsel Services provides legislative advisory services to every Member of Provincial Parliament (MPP), government Ministers and Ministries. The Legislative Counsel Services is responsible for the drafting of bills and regulations, and for the preparation of annual statute books and the filing and publishing of regulations. For information on regulations, contact 965-2854.

416-965-2337
Government Caucus Office. In the September 1975 provincial election, the Progressive Conservative Party (PC) was returned to Government. Each Member of Provincial Parliament belonging to the Progressive Conservative Party belongs to the Government Caucus. The Caucus deliberates policies and programs which will become part of legislation to be introduced in the Legislature. Specific Committees are responsible for certain areas. The Caucus Office has a Chief Whip who looks after attendance in full Caucus, Committee meetings and in the Legislature, and keeps all members informed as to what votes are expected in the Legislature.

416-965-9489
Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her

staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

416-965-1456

Legislative Assembly Office Hansard Reporting Services covers all sittings of the Legislature of Ontario and selected committees and publishes an Official Report (Hansard). The final printed hansard is distributed to each Member of Provincial Parliament (MPP) and is available from the Ontario Government Bookstore, 880 Bay St., Toronto, telephone 965-2054, and in most libraries. To subscribe to the Hansard, contact Clerk of the Assembly, Queen's Park, Toronto, telephone 965-1406.

416-965-1676

Liberal Party Caucus Office. Each Member of Provincial Parliament (MPP) belonging to the Liberal Party belongs to the Liberal Party Caucus. The Caucus Office responds to inquiries and requests for assistance from the public and from other governmental jurisdictions. Reviews input from the public on matters of provincial jurisdiction.

416-965-6494

New Democratic Party Caucus Office. Each Member of Provincial Parliament (MPP) belonging to the New Democratic Party (NDP) belongs to the NDP Caucus. In the September, 1975 provincial election, the NDP became the Official Opposition in the Ontario Government. The Caucus Office answers inquiries from the public and from other governmental jurisdictions. For general information, phone 965-6494. To contact NDP Research Office, phone 965-5392.

416-965-6831

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous

elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

MENTAL HEALTH

416-920-7721

Health Ontario Mental Health Foundation provides grants for mental health research. The Ontario Mental Health Foundation supports specific projects, also predoctoral and postdoctoral students and postgraduate independent research.

MENTALLY ILL

Mentally Ill, see Mentally Incompetent, also Mental Health

MENTALLY INCOMPETENT

416-965-1865

Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's jurisdiction is province-wide.

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

MERCURY LEVELS

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts,

shorelines, access and fishing maps. Contact district offices.

MERCY FLIGHTS

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

METALLURGICAL

Metallurgical, see also Metals

416-965-1328

Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

METALS

Metals, see also Metallurgical

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-1311

Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

416-248-3684

TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same

services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

METRIC SYSTEM

Metric System, see Metrication

METRICATION

416-965-5982

Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the development of new learning materials.

416-965-6513

Ind & Tour Metric & Standards Secretariat provides information and coordination services to Ontario government ministries and agencies in their metric conversion and standards activities. Provides central resource file on all aspects of metrication and answers inquiries from the public. Provides Ontario Government position on metric conversion and standards in interprovincial and federal-provincial committees. Provides secretarial resources for interministerial metric conversion committees and task forces.

416-965-3514

TE & IA Advisory Services Br encourages and assists Ontario municipalities in improving their management practices and in developing and promoting effective local government management techniques. Assists local governments to improve internal organization and processes by which their statutory responsibilities are discharged. Advises on human resources management. Coordinates Local Government Management Program (LGMP). Advice on metrication in municipalities is available.

MILK

416-965-5971

Ag & Food Livestock Br promotes production of livestock and high quality livestock products through extension and improvement programs, and grants for Ontario producers. Maintains laboratories where milk samples are tested to

determine butterfat content. This branch has responsibility for acts affecting livestock producers, e.g. the Hunter Damage Compensation Act, the Livestock Branding Act.

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

416-965-7661

Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

MILK COMMISSION OF ONTARIO

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario

Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

MILL RATES

416-965-1671

TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

MINERALS

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence

of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-1337
Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario Research Foundation.

416-965-1311
Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

MINERS

416-965-2528
Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

MINES

Mines, see also Mining

416-965-2493
Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear

power stations and uranium mines for radioactive pollution.

416-965-5134
Nat Res Administrative Services Br, besides the usual administrative services functions, serves the public through these units: Aerial Photo Unit (965-1123) which provides aerial photographs; Map Unit (965-6511) which provides topographical and geographical maps. Mines publications are also available (965-1348). For a description of administrative service functions, see first entry under administrative services.

416-965-1328
Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

INIMUM WAGE

416-965-5251
Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

INING

416-965-6550
CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and

proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-1559

Nat Res Mine Tax Assessment issues annual assessment (tax) notices to Ontario mining companies on the basis of profit. Administers the Mining Tax Act.

416-965-1311

Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

416-965-1328
Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

416-965-1826
Nat Res Mining and Lands Commissioner exercises administrative and judicial duties under The Mining Act, The Mining Tax Act 1972 and The Beach Protection Act and such duties of the Minister of Natural Resources as are assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture and dispute and appeal hearings. Contact Queen's Park or regional offices.

MOBILE HOME

416-923-1199
CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

MOHAWK GARDENS REDEVELOPMENT

416-965-9656
Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens;

Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

MOPEDS

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

MORTGAGE BROKERS

Mortgage Brokers, see also Mortgages

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102

CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-2513

CCR Registrar of Bailiffs, collection agencies and mortgage

brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

MORTGAGES

Mortgages, see also Mortgage Brokers

416-965-5431

CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-9838

Housing OHC Marketing Br. Under the Home Ownership Made Easy (HOME) plan, the Ontario Housing Corporation (OHC) acquires and develops land and then arranges for developers to build housing for sale to qualified moderate income families. Purchasers buy the houses and the land subject to two preferred interest rate mortgages: the first mortgage is on the house and second mortgage is on the full market value of the land, although the purchaser initially pays principal and interest only on the government's cost of the land. The difference between the government's cost and market value does not have to be paid off for 35 years or until re-sale, whichever is sooner. Contact with the public on HOME houses is through this branch.

416-965-4575

TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration,

consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

MORTMAIN

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

MOTHERS

Mothers, see also Unwed Mothers

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed

Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

MOTION PICTURE

416-421-2462

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

MOTOR VEHICLE DEALERS

Motor Vehicle Dealers, see Dealers

MOTOR VEHICLES

Motor Vehicles, see Vehicles

MOTORCYCLE

Motorcycle, see also Vehicles

416-965-6663

TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

MOTORISTS

Motorists, see Drivers

MOVIES

Movies, see Motion Picture

MULTICULTURAL

Multicultural, see also Multiculturalism, Ethnic

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls,

theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-0617

Cult & Rec Field Services Br, through six regional offices and several sub-offices in Ontario, brings into focus the Ministry's programs at local level so that communities may enjoy a full range of recreation and cultural activities. These consultative services, which include assessment of needs and setting of objectives, planning, staffing, budgeting and financial assistance, provide liaison between the community and the agencies that are sources of assistance. This service is used by organizations in the public sector such as libraries and recreation committees of municipalities, and the private sector such as multicultural groups and associations. Contact regional offices.

416-965-6621

Cult & Rec Multicultural Development Br aims to improve the quality of the social environment in Ontario by facilitating community participation in: multicultural development processes through the encouragement of an appreciation and understanding of specific cultures in our multicultural society; the encouragement of information sharing through intercultural workshops; the promotion within institutions of an awareness and sensitivity to cultural differences; and community development processes through the facilitation of citizen involvement in local, regional and provincial decision-making processes of both the public and private sector; the encouragement of balanced social/economic community planning and development. Professional staff provide consultative services, publish handbooks and directories. Multicultural development and community development grants are available. Contact field offices or main office.

MULTICULTURALISM

Multiculturalism, see also Multicultural, Ethnic

416-965-2324

Ontario Advisory Council on Multiculturalism consists of twenty-five appointed members (by Order in Council) who are regionally and ethnically representative of major areas in Ontario and have had previous experience related to multiculturalism. Council's role is to advise government on how the principles of multiculturalism may be better understood and put to practical use. The Council meets monthly. It reports to the Secretariat for Social Development and does not deal directly with the public.

MUNICIPAL

Municipal, see Municipalities

MUNICIPAL DIRECTORY

416-965-6989

TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

MUNICIPAL LIAISON COMMITTEE

416-965-6989

TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly

newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

MUNICIPAL TAX

Municipal Tax, see Property Taxation

MUNICIPALITIES

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-1912

Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-5881

CCR Building Code Br is developing a fire and building code for Ontario to minimize building, health and fire hazards. Advises municipalities on matters pertaining to building by-laws, which are a local, not provincial, responsibility. Maintains the Ontario Plumbing code.

416-965-0432

Comm Soc Capital & Special Projects Br provides technical expertise and consultative services to municipalities and non-profit organizations that want to establish facilities for rehabilitation, residential and social services, under various Acts administered by the ministry. Maintains statistics on existing facilities. Carries out inspection

program for fire and other safety measures in all ministry institutions and those operated under the above Acts. Contact district offices.

416-965-7825

Comm Soc Communications Br is the information service for the Ministry of Community and Social Services. For a description of activities, see first entry under information service. Also provides assistance (e.g. consultation, publications, films, slide, displays, etc.) to municipalities and social agencies to explain social service programs.

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-5137

Comm Soc Review and Consolidation Unit assists municipalities that wish to consolidate their social services. The Unit uses homemakers and nursing services from private social agencies, which are made available to those in need in the municipality.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-0617

Cult & Rec Field Services Br, through six regional offices and several sub-offices in Ontario, brings into focus the

Ministry's programs at local level so that communities may enjoy a full range of recreation and cultural activities. These consultative services, which include assessment of needs and setting of objectives, planning, staffing, budgeting and financial assistance, provide liaison between the community and the agencies that are sources of assistance. This service is used by organizations in the public sector such as libraries and recreation committees of municipalities, and the private sector such as multicultural groups and associations. Contact regional offices.

416-965-4021

Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport

governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

416-965-5427

Educ Legislation Br, besides its internal service to the Ministry of Education, provides information service and advice to school boards, municipalities, teachers and the public about education legislation that affects their rights, duties and responsibilities. Branch can also be reached at these Toronto numbers: 965-5428, 965-4556, 965-2621 and 965-2060. For a description of the internal service function, see first entry under legal services.

416-965-6963

Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-2531

Env Environmental Hearing Board holds public hearings with respect to the establishment of sewage works or waste disposal sites in municipalities or the extension of existing facilities from one municipality to another.

416-965-2537

Env Pollution Control Br Contingency Planning Section promotes the organization and planning by industry, the municipalities and federal and provincial agencies to control

and cope with pollution caused by emergency spills of contaminants.

416-965-6967

Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-1173

Env Pollution Control Br Noise Pollution Control Section deals with the control of noise emissions and comments on the relationship between new and existing land use and noise sources. Develops acoustics criteria and standards. Develops, updates and promotes the Model Municipal Noise Control Bylaw for adoption by municipalities and assists in training of noise control officers. Contact regional office.

416-248-3739

Env Pollution Control Br Research Group includes: a Coordination Section, an Applied Sciences Section, a Wastewater Treatment Section, and a Water Technology Section. The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance to the Planning Sections; applied research studies on pollution; and technical support for, and application of, new technology to the public through regional offices or directly to municipalities and industry.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement

Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-5115

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-636-8015

Env Resource Recovery Br develops and implements a comprehensive waste management program including new procedures for resource recovery and recycling. Provides municipalities with assistance and guidance in the economic development of waste management systems. Provides technical services, supervision and financial management required in the planning and construction of resource recovery facilities.

416-965-1491

Env Technical Services Br ensures that construction of sewage and water treatment facilities meet ministry requirements by reviewing designs and providing equipment performance analysis and maintenance information. Operates marine deep water sampling fleet. Provides technical training of ministry and municipalities' treatment plant operators. Provides cartographic and drafting service to the ministry and Ontario municipalities.

416-965-5733

Govt Serv Protocol Services Scrolls Section prepares

congratulatory scrolls for Ontario citizens on the request of their Member of Provincial Parliament, to acknowledge 90th and succeeding birthdays, 50th and succeeding wedding anniversaries, or other significant accomplishments of individuals, municipalities and other organizations. See also Govt Serv Protocol Services Protocol Section, also Recording Office.

416-965-4164
Health Community Health Protection Br Inspection Services provides consultants to municipalities to advise on local health inspection matters. Information available from the branch on location of nearest public health agency, or contact regional offices. See also other sections in Health Community Health Protection Br described separately.

416-965-9562
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-2826
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-0254
Housing Land Coordination Br coordinates the Ministry's land acquisition program, in liaison with the Housing Production Division and the Realty Services Branch of the Ministry of Government Services. This includes forecasting financial requirements, monitoring expenditures, and ensuring that land

requirements are met to satisfy housing programs. Administers the Municipal Land Development Program which provides information and assistance to municipalities in assembly and servicing of land to provide serviced land for housing and thereby suppress escalation of land prices.

416-965-5890

Housing Local Planning Policy Br researches, develops and sets standards for optimum planned physical environments for local government and municipalities, consistent with provincial objectives. Advises relevant provincial services on community planning standards.

416-965-1497

Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-965-9656

Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

416-965-3173

Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and private industry towards accelerated servicing of residential land and production of housing with an acceptable range of prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through

Ontario Mortgage Corporation.

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

416-965-1681

Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

416-965-4871

Sol Gen Office or the Fire Marshall: assists municipalities

in establishing, improving and training personnel for municipal fire departments; promotes public awareness of fire safety; prepares specifications for fire apparatus and equipment; conducts municipal fire protection surveys and fire department promotion examinations; approves plans for various types of public buildings as well as hotels; administers the Lightning Rods Act; investigates causes of incendiary, large loss and fatal fires and gaseous explosions. The Office promotes a public safety program; publishes fire loss statistics and technical, legal, instructional and fire prevention literature. Film library available. Advisory fire service and investigation service provided from Toronto and district offices. Contact local fire department re: fire fighting and prevention.

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

416-965-4308

Sol Gen OPP Indian & Municipal Policing Services Br is responsible for Indian reserve policing in the Province of Ontario. Programs include the appointments of special constables at the request of Indian Band Councils to police their particular reserves. The OPP administers the training, salary and equipment of the special constables through the provisions of the federal-provincial cost-sharing agreement. Municipal policing involves the drawing up of contracts with municipalities which have opted for policing by OPP rather than maintain their own force, and other related matters. Also provides flying patrols in the northwestern & eastern portions of the province. Police aircraft visit isolated Indian communities on a regular basis.

416-965-3514

TE & IA Advisory Services Br encourages and assists Ontario municipalities in improving their management practices and in developing and promoting effective local government management techniques. Assists local governments to improve internal organization and processes by which their statutory responsibilities are discharged. Advises on human resources

management. Coordinates Local Government Management Program (LGMP). Advice on metrication in municipalities is available.

416-965-2314

TE & IA Library Services Br has reference materials for use by the Ministry and its agencies, and to a lesser extent, by other provincial and federal ministries. The Library has three indices which may be of interest to municipalities and the public: an index to the Private Acts of Ontario since 1867; an index and History of Incorporation for Ontario Municipalities since 1792; an index to unincorporated places in Ontario. Questions on annexations, amalgamations, dissolutions of municipalities, e.g. to which county or district certain townships, villages, towns and cities belong, can be answered by this branch.

416-965-6934

TE & IA Local Government Organization Br advises the Government on provincial policy for local government functions and organization, including local government reform, based on local needs. Conducts the County Restructuring Studies Program (CRSP). Reviews division of local and provincial functions. Reviews role and organization of municipal councils, and suitability of Special Purpose Bodies. Reviews all legislation and Ontario Municipal Board decisions affecting municipalities.

416-965-6989

TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and

plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

416-965-1683

TE & IA Regional Offices. Five Regional Offices in Ontario advise and assist municipalities, the public, other government ministries and agencies on all aspects of local government. Coordinate government relationships with municipalities. Identify and initiate action in cases of municipal difficulty. Advise is provided: through review of municipal financial statements; through dissemination of information on existing programs available; through assessment of implications of specific actions, e.g. proposed major capital expenditures; and as specifically requested. Contact regional offices.

416-965-2204

TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

416-965-2217

TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the

province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

416-248-3715

TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance; develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

MUSEUMS

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-965-4021
Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-5727
Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

416-928-3690
Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

MUSHROOMS

416-527-1158
Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

MUSIC

Music, see Arts

MUTUAL BENEFIT

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

NAME CHANGES

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

NANTICOKE

416-965-6504

Housing Townsend Community Development Program coordinates land use planning and development of a new community in the Regional Municipality of Haldimand-Norfolk to provide residential accommodation, commercial and social services required by the rapid industrial expansion of the City of Nanticoke. The Townsend Community Development Program coordinates related activity by provincial ministries and the municipality. A group of provincial and municipal officials form the Townsend Advisory Committee to advise the Minister of Housing. A public participation program is also operated

to involve those affected by or interested in the project, considering environmental protection and preservation of agricultural land.

NAT RES ADMINISTRATIVE SERVICES BR **416-965-5134**
Nat Res Administrative Services Br, besides the usual administrative services functions, serves the public through these units: Aerial Photo Unit (965-1123) which provides aerial photographs; Map Unit (965-6511) which provides topographical and geographical maps. Mines publications are also available (965-1348). For a description of administrative service functions, see first entry under administrative services.

NAT RES AIR SERVICE BR **705-949-1231**
Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

NAT RES ALGONQUIN FOREST AUTHORITY **705-789-9647**
Nat Res Algonquin Forest Authority in Huntsville, Ontario, is a Crown corporation responsible for harvesting timber in Algonquin Provincial Park. The Algonquin Forest Authority operates under volume agreement with the Ministry of Natural Resources.

NAT RES CONSERVATION AUTHORITIES BR **416-965-6287**
Nat Res Conservation Authorities Br assists local conservation authorities with design, planning and operational assistance as well as grants for capital projects. Does studies and reports on watersheds.

NAT RES DIVISION OF FORESTS **416-965-2785**
Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of

timber sales. Contact regional or district offices.

NAT RES ENGINEERING SERVICES BR **416-965-1271**
Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

NAT RES FINANCIAL MANAGEMENT BR **416-965-2761**
Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

NAT RES FISH AND WILDLIFE RESEARCH BR **416-832-2261**
Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

NAT RES FISHERIES BR **416-965-7883**
Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

NAT RES FOREST FIRE CONTROL BR **416-965-2781**
Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control.

AT RES GEOLOGICAL BR **416-965-4641**
Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

AT RES INFORMATION BR **416-965-2756**
Nat Res Information Br is the information service for the Ministry of Natural Resources. For a description of activities, see first entry under Information Service.

AT RES LAND USE COORDINATION BR **416-965-2899**
Nat Res Land Use Coordination Br establishes methods and procedures to coordinate planning for the use of crown land. Participates in land use planning done by other ministries. Prepares lake development plans (965-5344). Coordinates the preparation of environmental assessments for the Ministry subject to the Environmental Assessment Act, 1975 (965-2781).

AT RES LANDS ADMINISTRATION BR **416-965-2741**
Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

AT RES LEGAL SERVICES BR **416-965-2748**
Nat Res Legal Services Br provides legal services for the Ministry of Natural Resources. For a description of branch activities, see first entry under legal services.

AT RES MINE TAX ASSESSMENT **416-965-1559**
Nat Res Mine Tax Assessment issues annual assessment (tax) notices to Ontario mining companies on the basis of profit. Administers the Mining Tax Act.

NAT RES MINERAL RESEARCH BR **416-965-1337**
Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario Research Foundation.

NAT RES MINERAL RESOURCES BR **416-965-1311**
Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

NAT RES MINES ENGINEERING BR **416-965-1328**
Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

NAT RES MINING AND LANDS COMMISSIONER **416-965-1826**
Nat Res Mining and Lands Commissioner exercises administrative and judicial duties under The Mining Act, The Mining Tax Act 1972 and The Beach Protection Act and such duties of the Minister of Natural Resources as are assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture and dispute and appeal hearings. Contact Queen's Park or regional offices.

NAT RES NIAGARA PARKS COMMISSION **416-356-2241**
Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

NAT RES NORTHERN AFFAIRS BR **416-965-7577**
Nat Res Northern Affairs Br provides information service and assistance to the citizens of Northern Ontario on all government programs. Officers also help federal government

agencies service the North, as well as communicate provincial government programs by newspaper, radio and television under the heading INFORMATION ONTARIO. Contact local Northern Affairs office.

NAT RES PARK MANAGEMENT BR **416-965-2745**
Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

NAT RES PARK PLANNING BR **416-965-3981**
Nat Res Park Planning Br develops and coordinates provincial parks planning and other public recreational facilities. Assists other government and private agencies with related planning. Contact regional office.

NAT RES PERSONNEL BR **416-965-3825**
Nat Res Personnel Br performs the personnel functions for the Ministry of Natural Resources. For a description of branch activities, see first entry under Personnel. Also hires qualified 17 year old persons as junior forest rangers. There are personnel officers in each of the Ministry's eight Regional Offices.

NAT RES POLICY COORDINATION SECRETARIAT **416-965-8422**
Nat Res Policy Coordination Secretariat assists the Deputy Minister by providing support, advice and information to existing policy planning mechanisms. Assesses and ensures the widest and earliest consideration to long-range policy proposals. Ensures liaison with the Cabinet, Cabinet Committees and other Ministries.

NAT RES REGIONAL OFFICES
Nat Res Regional Offices. There are eight Ministry of Natural Resources Administratiive Regions: four in Northern Ontario and four in Southern Ontario. Coordination of policy and delivery of services in these regional offices are administered by the Office of the Assistant Deputy Minister of Northern Ontario in Thunder Bay (807 475-1271), and the Office of the Assistant Deputy Minister of Southern Ontario in Queen's Park, Toronto (416 965-7783). There are several district offices in each region. These offices serve the public and special interest groups associated with the harvesting of crown timber, minerals, fish and wildlife, and forest management. Contact regional or district offices.

NAT RES ST CLAIR PARKWAY COMMISSION **519-862-1035**
Nat Res St Clair Parkway Commission in Corunna is responsible for the establishment of a parkway along the St. Clair River from Point Edward, on Lake Huron, to Mitchell's Bay, on Lake St. Clair. The St Clair Parkway Commission is a joint program of parks and recreation development by the Province of Ontario, County of Lambton, County of Kent, City of Chatham and the City of Sarnia.

NAT RES ST LAWRENCE PARKS COMMISSION **613-543-2951**
Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

NAT RES SURVEYS & MAPPING BRANCH A **416-965-6225**
Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

NAT RES SURVEYS & MAPPING BRANCH B **416-965-4538**
Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography,

interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

NAT RES WILDLIFE BR **416-965-4251**

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

NATIVE PEOPLES

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

416-965-5003

Cult & Rec Indian Community Secretariat assists Ontario native peoples in both on-reserve and off-reserve

communities, in gaining full access to existing services of ministries, and in the development of self-determination and community leadership and initiative. Provides liaison between native groups and various levels of government. Where provincial funding channels do not exist, the Secretariat may consider projects from Indian Band Councils or incorporated bodies on a one-term last-resort basis. Contact field office or main office.

416-893-1121

Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

416-965-5982

Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the development of new learning materials.

416-965-9656

Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the

province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

NATURAL GAS

416-965-7627

CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-961-7221

Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

416-965-2851

Ontario Energy Board regulates certain phases of the natural gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

NAUTICAL CHARTS

Nautical Charts, see Maps

NEW DEMOCRATIC PARTY CAUCUS OFFICE **416-965-6494**

New Democratic Party Caucus Office. Each Member of Provincial Parliament (MPP) belonging to the New Democratic Party (NDP) belongs to the NDP Caucus. In the September, 1975 provincial election, the NDP became the Official Opposition in the Ontario Government. The Caucus Office answers inquiries from the public and from other governmental jurisdictions. For general information, phone 965-6494. To contact NDP Research Office, phone 965-5392.

NIAGARA ESCARPMENT

416-965-1497

Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-877-5191

TE & IA Niagara Escarpment Commission. The Niagara Escarpment Commission in Georgetown, Ontario, develops and implements a program to protect the Niagara Escarpment's distinct characteristics and to ensure a balanced future use of Escarpment lands through development control and preparation and administration of a development plan.

NIAGARA PARKS COMMISSION

416-356-2241

Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

NOISE

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-1173

Env Pollution Control Br Noise Pollution Control Section deals with the control of noise emissions and comments on the relationship between new and existing land use and noise

sources. Develops acoustics criteria and standards. Develops, updates and promotes the Model Municipal Noise Control Bylaw for adoption by municipalities and assists in training of noise control officers. Contact regional office.

416-248-3991

TR & Comm Systems Research Human & Social Factors Research. The Systems Research & Development Br aims to improve public transportation service acceptability by studying rider attitudes, preferences, etc. concerning all conventional modes of transport, as well as Dial-a-Bus and Trans-Cab. Studies social impact of ministry programs through citizen involvement procedures. These include the effects of noise and land-use implications resulting from transportation improvements.

NON-PROFIT CORPORATIONS

Non-Profit Corporations, see also Charitable Organizations

416-965-5510

CCR Companies Services Br processes articles of incorporation, articles of amendment of business corporations, and applications for incorporation of churches, non-profit corporations and cooperatives, and issues letters patent (charters) with respect to them. Processes applications for licences in mortmain and extra-provincial licences. See also other sections of this branch described separately.

416-965-1662

CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

NON-PROFIT HOUSING CORPORATIONS

416-965-9046

Housing Community Sponsored Housing Br provides additional assistance to non-profit housing corporations (e.g. community, church, labour or service club groups) for housing low and moderate-income persons. Assistance is also extended to special groups such as senior citizens and the handicapped.

NORONTAIR

705-472-4500

TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

NORTH PICKERING

416-965-3031

Housing North Pickering Development Corporation is the crown agency responsible for community planning and development of the new community at North Pickering. Contact: Communications and Public Affairs at Tel. 965-9168; Site Office at Tel. 965-7087.

NORTHERN ONTARIO

416-965-1170

Health Community Health Protection Br NOPHS (Northern Ontario Public Health Services) provides direct public health services to the unorganized territories in Northern Ontario which are not served by local health units. Also provides public health inspection service to industrial camps in these areas. Contact regional office. See also other sections in Health Community Health Protection Br described separately.

416-965-7577

Nat Res Northern Affairs Br provides information service and assistance to the citizens of Northern Ontario on all government programs. Officers also help federal government agencies service the North, as well as communicate provincial government programs by newspaper, radio and television under the heading INFORMATION ONTARIO. Contact local Northern Affairs office.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate,

and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

705-472-4500

TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

NORTHERN ONTARIO DEVELOPMENT CORPORATION

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

NORTHUMBERLAND

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

NOTARIES PUBLIC

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney

General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

NURSERIES

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-562-4141

Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

Comm Soc Area and District Offices throughout Ontario deliver the Ministry's programs to the community. Executive Directors in five area offices provide broad coordination and deliver those programs that cannot be made available at every District Office. Twenty District Offices are responsible for the delivery of such programs as Family Benefits, Vocational Rehabilitation, Day Nurseries, etc. District Offices are involved with local social planning, and work closely with social agencies in the community and with other ministries and other levels of government. Contact area or district offices.

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

NURSING

416-965-2720

Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-5137
Comm Soc Review and Consolidation Unit assists municipalities that wish to consolidate their social services. The Unit uses homemakers and nursing services from private social agencies, which are made available to those in need in the municipality.

416-965-7285
Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

416-965-4441
Health Health Promotion Br Public Health Nursing Consultants provide consultation to health agencies in all areas of public health nursing services. See also other sections in Health Health Promotion Br described separately.

416-965-8045
Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements and monitors new and existing programs and establishes related standards and guidelines.

NURSING HOMES

416-965-8025
Health Budgets Br provides financial services, e.g. approval of budgets, settlements, consideration of appeals and requests, arrangement of cash flows, and financial consulting services to health facilities. These include public and private hospitals, private psychiatric hospitals, children's treatment centres, nursing homes, etc.

416-965-6686

Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

NUTRITION

416-965-7701

Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

416-965-4885
Comm Soc Home Economics Consultants advise the Ministry and District Offices on food services and therapeutic nutrition. A Consultant on Early Childhood Education (965-5092) advises the ministry on the education of children.

416-965-5884
Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

OBESITY CONTROL

416-965-5884
Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

OBSERVATION AND DETENTION HOMES

416-965-2881
Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

OCCUPATIONAL THERAPISTS

416-965-8070
Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring

about changes.

)FFENDER

Offender, see Inmates, Ex-Offenders

)FFICE OF PROVINCIAL AUDITOR **416-965-1381**

Office of Provincial Auditor carries out the statutory requirements imposed under the Audit Act & other statutes of the province. The Provincial Auditor manages the audit of the Consolidated Revenue Fund as well as the audit of ministerial and quasi-judicial agencies.

)FFICE OF THE OMBUDSMAN **416-362-7331**

Office of the Ombudsman. The Ontario Ombudsman is an officer of the Legislature of the Province, appointed to investigate administrative decisions and acts of officials of the Ontario Government and its agencies that adversely affect an individual or group. Legal, Research and Investigative Directorates provide staff with specific investigative aids (i.e. psychiatric facilities, forensic laboratories, specialist consultations). Other Directorates include Institutional & Special Services; Rural, Agricultural & Municipal Services; Interviews; Administration; and Communications. The Ombudsman's staff is multilingual. Central Office is at 65 Queen St., West, Suite 600, Toronto M5H 2M5, telephone 362-7331. An office is located at Room 157, Legislative Bldg., Queen's Park, Toronto, telephone 965-7930, but the public is encouraged to contact Central Office. The Ombudsman will be listed in the white pages of all Ontario telephone directories under Ombudsman Ontario.

OFFICIAL GUARDIAN

416-965-1865

Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's jurisdiction is province-wide.

OFFICIAL PLANS

416-965-9433

Ag & Food Foodland Development Br reviews official plans and project proposals for their land use planning implications to agriculture. Leases for agricultural purposes farm land held by the government for future development. Administers the Tile Drainage Act and the Drainage Act which provide financial assistance to improve productivity of agricultural land.

416-965-1912
Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-9562
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-2826
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-1497
Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-248-3891
TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

OIL

Oil, see also Edible Oils

416-965-7627
CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-961-7221
Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

OLD FORT HENRY

613-543-2951
Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village

has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

OLD FORT WILLIAM

807-485-1555

Cult & Rec Old Fort William. The Ministry operates and maintains Old Fort William to promote an appreciation of the great fur trading activity of the 19th century in Canadian history. The Fort has been reconstructed, nine miles from its original site and is open to the public as an historical attraction. The site offers an interpretive and demonstration program for the public. Old Fort William is staffed by both interpretive and maintenance staff. Contact Old Fort William, Thunder Bay F, Ontario, Telephone 807 485-1555.

OLEOMARGARINE

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

OLYMPICS

416-965-0142

Cult & Rec Cultural Olympic Coordinating Office (COCO) is responsible for stimulating arts activities in conjunction with the 1976 Summer Olympics. Works with the Ontario Folk Arts Council and other groups. Grants are available for special Olympic-oriented events. Contact regional offices or main office.

OMBUDSMAN

416-362-7331

Office of the Ombudsman. The Ontario Ombudsman is an officer of the Legislature of the Province, appointed to investigate administrative decisions and acts of officials of the Ontario Government and its agencies that adversely affect an individual or group. Legal, Research and Investigative Directorates provide staff with specific investigative aids

(i.e. psychiatric facilities, forensic laboratories, specialist consultations). Other Directorates include Institutional & Special Services; Rural, Agricultural & Municipal Services; Interviews; Administration; and Communications. The Ombudsman's staff is multilingual. Central Office is at 65 Queen St., West, Suite 600, Toronto M5H 2M5, telephone 362-7331. An office is located at Room 157, Legislative Bldg., Queen's Park, Toronto, telephone 965-7930, but the public is encouraged to contact Central Office. The Ombudsman will be listed in the white pages of all Ontario telephone directories under Ombudsman Ontario.

ON-THE-JOB-TRAINING

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

ONT ADVISORY COUNCIL ON PHYSICALLY HANDICAPPED 416-965-9537

Ont Advisory Council on Physically Handicapped consists of nineteen members appointed by Order in Council. Council advises the government on matters pertaining to the well-being of physically handicapped persons. Promotes the development and creation of opportunities for self-help for the physically handicapped. Reviews current policies relevant to handicapped persons involving education, employment, rehabilitation, income maintenance, health measures, programs on housing, transportation, recreation, guardianship and other related services. Council meets four times a year.

ONTARIO ADVISORY COUNCIL ON MULTICULTURALISM 416-965-2324

Ontario Advisory Council on Multiculturalism consists of twenty-five appointed members (by Order in Council) who are regionally and ethnically representative of major areas in Ontario and have had previous experience related to multiculturalism. Council's role is to advise government on how the principles of multiculturalism may be better understood and put to practical use. The Council meets monthly. It reports to the Secretariat for Social

Development and does not deal directly with the public.

ONTARIO ADVISORY COUNCIL ON SENIOR CITIZENS **416-965-2324**

Ontario Advisory Council on Senior Citizens consists of seventeen appointed members (by Order in Council) who are regional representatives of major areas in Ontario. Requirement for membership is previous experience in the field of gerontology. Council's role is to advise government on ways to improve the quality of life of senior citizens. General meetings of all council members are held regularly. The Council reports to the Secretariat for Social Development and does not deal directly with the public. Inquiries pertaining to senior citizens should be referred to the appropriate ministry.

ONTARIO AGRICULTURAL MUSEUM

416-878-8151

Ag & Food Ontario Agricultural Museum in Milton, Ontario, is being developed under the Ontario Agricultural Museum Act to house and display historic tools, implements and artifacts associated with Ontario agriculture. Its first exhibition hall will be open to the public in 1976. Tours can be arranged.

ONTARIO ARTS COUNCIL

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed

specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

ONTARIO CANCER TREATMENT AND RESEARCH

416-423-4240

Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment. Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

ONTARIO CAREER ACTION PROGRAM

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

ONTARIO COUNCIL OF HEALTH

416-965-5031

Health Ontario Council of Health advises the Minister of Health on all health care matters and makes recommendations about other studies not done by the Ontario Council of Health.

ONTARIO DEVELOPMENT CORPORATION

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three

industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

ONTARIO DRUG BENEFIT PROGRAM

Ontario Drug Benefit Program, see Drug Benefit

ONTARIO ECONOMIC COUNCIL

416-965-4315

TE & IA Ontario Economic Council is an advisory group reporting to the Government on a wide range of economic and other matters, such as urban affairs, social security, health and education policy. The Ontario Economic Council (OEC) coordinates its work with the Economic Council of Canada and government ministries. The OEC publishes an annual report which details research publications and work in progress.

ONTARIO EDUCATIONAL COMMUNICATIONS AUTHORITY

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-484-2600

Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

ONTARIO ELECTION OFFICE **416-965-6831**

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of

Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

ONTARIO ENERGY BOARD **416-965-2851**

Ontario Energy Board regulates certain phases of the natural gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

416-965-3246

Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

ONTARIO ENERGY CORPORATION

416-961-7221

Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

ONTARIO FOOD COUNCIL

416-965-7701

Ag & Food Ontario Food Council promotes the development of domestic and foreign markets for Ontario's food products. The consumer division of the Ontario Food Council provides an information service about nutrition and food quality and

usage. Also provides numerous publications on Ontario apples, maple syrup, honey, beans, etc.

ONTARIO GEOGRAPHIC NAMES BOARD

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

ONTARIO GOVERNMENT BOOKSTORE

416-965-2069

Govt Serv Printing Services Br has four operating sections: Print Procurement Service (965-2056) supplies printing and typographic services to Ontario Government ministries and agencies through the graphic arts industry in Ontario; Duplicating Service (965-2211) provides an in-plant reproduction facility when private sector services are impractical; Stationery Service (965-7072) operates a retail outlet supplying common stationery and office supplies; Publications Service, through both the Publications Centre (965-6015) and the Ontario Government Bookstore (965-2054) is responsible for the library depository system, cataloguing, inventory control and distribution of Ontario government publications.

ONTARIO GOVERNMENT PUBLICATIONS **416-965-6015**

Ontario Government Publications are distributed through the Ontario Government Bookstore at 880 Bay St., Toronto (965-2054), or by mail through the Publications Centre, Ministry of Government Services, 3B7 Macdonald Block, Queen's Park, Toronto M7A 1N8 (965-6015). Cheques or money orders should be made payable to the Treasurer of Ontario. For publications issued directly by a ministry, contact that ministry's regional office or its Information Services Branch

in Queen's Park.

ONTARIO HEALTH INSURANCE PLAN

416-965-8034

Health Ambulance Services Br, administering the Ambulance Act, has general supervision over, and dispenses funds to, licensed public ambulance services in Ontario. Provides Ontario Health Insurance Plan approval and guidance regarding air transfers and coordinates air ambulance transfers. Operates the Ontario Ambulance Services Information System (OASIS). The branch does not accept requests for emergency ambulance service, other than air transfers. If ambulance service is required, consult inside cover of local telephone book or dial 'O' for operator.

416-482-1111

Health Enrolment Branch enrolls all persons eligible for the Ontario Health Insurance Plan (OHIP); maintains records and answers all questions regarding enrolment and insured status. Immigrants receive health insurance coverage from date of application provided they apply within 90 days of landing in Ontario. Also provides service to employers in administration of their insured groups. Contact district offices.

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

416-965-5700

Health Insurance Claims Br processes claims under the Ontario Health Insurance Plan (OHIP). Answers general questions about enrolment in OHIP, premium payments, claims payments and Extended Care benefits. Contact district offices.

416-965-8045

Health Medical Programs Br has a group of medical and nursing professionals serving as consultants in the personal health field. They manage several health care programs which include: Home Care (Tel 965-8045); Alcohol & Drug Abuse and Detoxification Centres (Tel 965-8046); Adult Community Mental Health Services (965-8045); Emergency Health Services (Tel 965-8073); and Long Term Care (965-8051). The Home Care Program allows an Ontario resident who is covered by the Ontario Health Insurance Plan to have treatment at home upon recommendation of a doctor. The branch develops, implements and monitors new and existing programs and establishes related standards and guidelines.

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

ONTARIO HERITAGE FOUNDATION

416-965-4021

Cult & Rec Heritage Administration Br provides technical support for the Ontario Heritage Foundation in preserving historical buildings and in erecting commemorative plaques of province-wide importance. Gives grants to aid in erecting local plaques and to publish local histories. Administers a museums assistance program that gives advisory and financial help to museums owned and maintained by municipalities, Indian Band Councils and conservation authorities. Administers relevant portions of the Ontario Heritage Act, 1974.

416-965-5727

Cult & Rec Heritage Trusts Br supports the acquisition by the Ontario Heritage Foundation, through donation or purchase, of buildings of historic or architectural value. Acquires, usually by donation, parkland of scenic, recreational or archaeological interest. Acts as official recipient of gifts

of works of art to the province. Following acquisition, arrangements are made for restoration or conservation where necessary, as well as for custody, use or display.

416-965-4490
Cult & Rec Historical Planning And Research Br provides historical research and archaeological information needed in the planning and development of Ontario government programs. Provides the Ontario Heritage Foundation with professional archaeological assistance. Answers inquiries about archaeological licences.

416-965-5727
Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

ONTARIO HOME RENEWAL PROGRAM

416-965-2826
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

ONTARIO HOUSING

Ontario Housing, see Rent Geared to Income

ONTARIO HOUSING ACTION PROGRAM

416-965-3173
Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and private industry towards accelerated servicing of residential land and production of housing with an acceptable range of

prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through Ontario Mortgage Corporation.

ONTARIO HUMAN RIGHTS COMMISSION **416-965-6841**

Ontario Human Rights Commission administers the Ontario Human Rights Code to achieve equal treatment for all people in the areas of employment, housing, public accommodation such as hotels and restaurants, and related advertising, regardless of race, creed, colour, age, sex, marital status, nationality, ancestry or place of origin. Complaints of discrimination are investigated and conciliated. Educational efforts are made to eliminate prejudice. Publications on human rights are available. Community problem-solving in tense situations is undertaken. The Commission reports to the Legislature through the Minister of Labour. Contact regional offices.

ONTARIO HYDRO **416-592-5111**

Ontario Hydro supplies electricity to the people of Ontario indirectly through 353 associated municipal utilities, and directly to more than 700,000 rural customers. The Ontario Hydro Electrical Inspection Program (Tel. 592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of electrical equipment and adherence to the Electrical Safety Code Book. Its Rural Electrical Service and Billing Inquiry Program (Tel. 592-3721) answers inquiries on service policy and practices from rural clientele. Ontario Hydro reports to the Legislature through the Ministry of Energy.

416-965-3246

Energy The Ministry of Energy ensures that Ontario receives an adequate and secure supply of energy at reasonable prices with an acceptable environmental impact. To fulfill this responsibility the Ministry works with other ministries and agencies of the government and with the energy sector more as a catalyst than as an operating agency. Functions include reviewing and advising on energy matters and policy; maintaining liaison between the government and Ontario Hydro Corporation; applying energy policy by coordinating the government's energy-related activities and by interventions before provincial and federal tribunals. Reports to the Legislature for Ontario Hydro and the Ontario Energy Board, both of which function independently of the ministry. Operates a library (Tel. 965-9174). For general information service contact 965-3246.

416-965-2851
Ontario Energy Board regulates certain phases of the natural gas industry in Ontario, including rates and charges, designation and authorization of storage areas, construction of transmission lines, expropriation for pipelines, gas franchises and certificates. Acts upon references by the Ministry of Energy about wholesale Ontario Hydro rates, and by the Lieutenant Governor in Council on any questions about energy. The Board answers to the Legislature through the Ministry of Energy.

416-592-3345
Ontario Hydro Inquiry And Research Services is the information service for Ontario Hydro. For a description of activities, see first entry under information service.

NTARIO HYDRO INQUIRY AND RESEARCH **416-592-3345**
Ontario Hydro Inquiry And Research Services is the information service for Ontario Hydro. For a description of activities, see first entry under information service.

NTARIO LABOUR RELATIONS BOARD

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

NTARIO LABOUR-MANAGEMENT ARBITRATION COMMISSION

416-965-5669
Labour Ontario Labour-Management Arbitration Commission approves persons as chairmen of Arbitration Boards and as single arbitrators, dealing with rights disputes between employers and employees with collective agreements only, and with interest disputes in hospitals under the Hospital Labour Disputes Arbitration Act. Performs administrative functions for arbitration boards, e.g.: sells copies of arbitration

awards; sponsors training programs for arbitrators; cooperates in publication of Labour Arbitration Cases covering awards throughout Canada. The Ontario Labour-Management Arbitration Commission publishes a monthly bulletin summarizing all awards received by the Commission.

ONTARIO LAND CORPORATION

416-965-3518

TE & IA Ontario Land Corporation. The Ontario Land Corporation (OLC) promotes community and industrial development of land in Ontario (e.g. new towns, industrial parks).

ONTARIO LAW REFORM COMMISSION

416-965-4761

Att Gen Ontario Law Reform Commission inquires into any matters relating to law reform, the administration of justice, judicial and quasi-judicial procedures. The Ontario Law Reform Commission conducts legal research to carry out these functions.

ONTARIO LEGAL AID PLAN **416-366-9631**

Ontario Legal Aid Plan is operated by the Law Society of Upper Canada, under authority of the Attorney General of Ontario. The Ontario Legal Aid Act ensures that no one shall be denied the services or advice of a lawyer because of lack of money. Every resident of Ontario, and in certain circumstances non-residents, may apply for legal assistance with the local area office. Qualification is based on need, with the local Community & Social Services District Office conducting an investigation of income, expenses and capital assets of the applicant. A report is made to the Legal Aid Area Director as to whether applicant pays nothing, a portion, or all costs of the legal aid applied for. In this last situation, a person would be ineligible. The Legal Aid Certificate issued to an approved applicant is presented to a lawyer of his/her choice who participates in the plan. Consult local telephone directory for legal aid office in area. In the Judicial District of York, contact 366-9631.

ONTARIO LOTTERY CORPORATION

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application

forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

NTARIO MILK MARKETING BOARD

416-965-3107

Ag & Food Milk Commission of Ontario is responsible for policy development in the area of producing, processing and marketing milk and dairy products. The Milk Commission of Ontario also serves as an appeal tribunal for anyone within the industry who feels aggrieved by a decision of the Ontario Milk Marketing Board or by the Milk Industry Branch. Also interprets the Milk Act and its regulations to the public. For inquiries re quality, labelling of fluid milk and milk products, call the Milk Industry Branch, 965-2411.

416-965-2411

Ag & Food Milk Industry Br undertakes programs to ensure that milk marketed in Ontario is produced under acceptable sanitary conditions and meets quality standards. The Milk Quality Program provides for inspection of all dairy farms and monthly testing of raw milk. The Milk Products Program arranges for training, licensing and inspecting the work of milk and cream graders and testers, bulk tank milk graders, buttermakers and cheesemakers. Issues licences and regulates plants manufacturing milk products, oleomargarine and edible oils. The Central Milk Testing Laboratory in Guelph analyzes all samples for butterfat, protein and lactose using the Infra Red Milk Analyzer (IRMA) and reports results to the Ontario Milk Marketing Board for producer payment purposes. Conducts regular milk utilization audits.

NTARIO MORTGAGE CORPORATION

416-965-3173

Housing Ontario Housing Action Program works with provincial ministries and agencies, Regional and Area municipalities and

private industry towards accelerated servicing of residential land and production of housing with an acceptable range of prices for low and moderate income families. The Ontario Housing Action Program (OHAP) provides financial assistance to municipalities for studies and major servicing. Offers mortgage assistance to developers and builders through Ontario Mortgage Corporation.

416-965-9135

Housing Ontario Mortgage Corporation. The Ontario Mortgage Corporation (OMC) finances various ministry ownership programs, e.g. Home Ownership Made Easy (HOME).

ONTARIO MUNICIPAL BOARD

416-965-1912

Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approval of zoning bylaws, official plans, and any appeal as provided under the Planning Act, and appeals under the Assessment Act. The Ontario Municipal Board supervises certain financial and other affairs of municipalities with respect to applications for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-1497

Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-965-6934

TE & IA Local Government Organization Br advises the

Government on provincial policy for local government functions and organization, including local government reform, based on local needs. Conducts the County Restructuring Studies Program (CRSP). Reviews division of local and provincial functions. Reviews role and organization of municipal councils, and suitability of Special Purpose Bodies. Reviews all legislation and Ontario Municipal Board decisions affecting municipalities.

ONTARIO NORTHLAND TRANSPORTATION

705-472-4500

TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

ONTARIO PAROLE BOARD

416-965-4366

Corr Serv Ontario Parole Board considers for parole inmates serving sentences which include indefinite terms. The Ontario Parole Board only reviews terms of persons in provincial correctional institutions, not of those in federal institutions.

416-965-4511

Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

ONTARIO PLACE

416-965-6896

Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

ONTARIO POLICE COLLEGE

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

ONTARIO POLICE COMMISSION

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

ONTARIO PUBLIC SERVICE

416-965-9419

Civ Serv Benefits Policy Br develops, recommends, implements and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

416-965-3733

Civ Serv Coordinator Of Chaplaincy services acts as the link between government ministries that employ chaplains and the denominational authorities. This link is effected through the Ontario Inter-Faith Committee on Chaplaincy Services. The Coordinator ensures the pastoral care of chaplaincy personnel in the Ontario Public Service; advises on chaplaincy programs; maintains liaison with churches; ensures

that advertising for and screening of applications for chaplains are carried out with the participation of the Ontario Inter-Faith Committee. Also ensures that appropriate authorities participate in the annual assessment of chaplains.

416-965-5621
Civ Serv General Services Br Communications and Publicity Section produces TOPICAL, a semi-monthly paper which is distributed to Ontario civil servants, including pensioners. On alternate weeks, a second paper, the JOBMART, is published, containing information on job openings within the Ontario Public Service. The section also handles job advertising in the press for all Ontario Government ministries.

416-965-6081
Civ Serv General Services Br Employment Services Section provides a centralized information service on employment opportunities and careers in the Ontario Public Service to civil servants and the public. Provides a centralized inventory of qualified applicants to assist the ministries with their staffing needs.

416-965-1483
Civ Serv Graduate Recuitment Unit serves all ministries by assisting personnel branches in the recruitment of graduates for permanent positions in the Ontario Public Service (OPS). Maintains information on Canadian educational institutions. Develops publicity and handles inquiries on the OPS. Provides information to placement directors and secondary school guidance counsellors at all Ontario educational institutions. Coordinates recruitment visits to institutions and maintains an inventory of college and university graduate applications. Is also responsible for the recruitment, including training of interviewers, and runs the administrative trainee program.

416-965-4758
Civ Serv Personnel Admin branch ensures that ministries have and follow policies, guidelines and personnel management services necessary to acquire and retain employees and make best use of their capabilities. This also involves the classification of and the hiring for Ontario Public Service (OPS) positions. Also involved with the implementation of the Utilization of Human Resources (UHR) report. Specialized personnel administration branches deal with each government policy field. Following are telephone numbers: Justice: 965-4758; Resources Development: 965-1022; Social Development: 965-1367.

416-965-1410
Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

416-965-5435
Civ Serv Senior Appointments And Compensation office provides staff support services for the Senior Appointments Advisory Committee and Senior Manpower Planning Subcommittees, and implements all aspects of recruitment, appointments, compensation and career development for the Ontario Public Service senior executives and program directors.

416-965-2002
Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

416-965-1425
Civ Serv Systems Coordination Br coordinates systems for the Civil Service Commission. Develops computer reports as requested, on number of employees in the Ontario Public Service, their employment history, etc., for internal use only.

416-965-6086
Civ Serv Terms of Service Br recommends to the Commission policies relating to pay and classification in the Ontario Public Service (OPS). Develops for approval by Management Board, the government's objectives in negotiations with Ontario Public Service Employees Union (OPSEU) covering pay and classification. Recommends pay revisions for management classes, and develops the technology used in the maintenance of standards and other pay and classification processes.

416-965-2262
Civ Serv UHR Coordination coordinates the implementation of

the Utilization of Human Resources Report (UHR), the goal of which is to induce changes in the managerial style of managers in the Ontario Public Service (OPS) .

416-965-2097

Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

416-965-6751

Govt Serv Employee Health Services Br provides direct health services to employees of the Ontario Public Service at their places of work in Toronto. Also provides advisory services to management on the health of the work force through various medical examinations.

416-965-2097

Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be referred to the Pension Commission of Ontario (965-2961).

416-965-6605

Labour Women's Programs Div Office of the Executive Coordinator coordinates policies and programs to improve the status of women in Ontario. The Executive Coordinator is a member of the Ontario Status of Women Council and the Civil Service Commission, ensuring that provincial government programs for women, and access to the government service and the private sector are coordinated. Provides direction to the Women Crown Employees Office serving women in the Ontario Public Service, and to the Women's Bureau, serving those in the private sector. Functions of these offices are described separately.

ITARIO RACING COMMISSION

416-965-0520

CCR Ontario Racing Commission (ORC) promotes the proper

management of horse racing and the orderly behaviour and integrity of participants. Issues licences to participants and encourages the improvement of the quality of horses that race. Contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

ONTARIO RESEARCH FOUNDATION

416-822-4111

Ind & Tour Ontario Research Foundation (ORF), Sheridan Park, Mississauga, Ontario L5K 1B3 provides Canadian companies and government with a broad range of research and development and technological services through non-profit, contract research. All work undertaken for clients is confidential. Multi-disciplinary, independent laboratory facilities of Ontario Research Foundation are used by over 1000 companies each year for projects ranging from short-term feasibility studies through product and process development to long-range scientific and engineering investigation.

ONTARIO SCIENCE CENTRE

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-429-4100

Cult & Rec Ontario Science Centre conducts a varied program of education in the origins and development of science and technology and in Ontario's role in this progress. Located at Don Mills and Eglinton Ave. in North York, the Ontario Science Centre is open to the public daily and offers tours to school classes.

ONTARIO SPECIAL BURSARY

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student

Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

ONTARIO SPORTS TRAINING CENTRE

416-844-8171

Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

ONTARIO SPORTS TRAVELCADE

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

ONTARIO STATUS OF WOMEN COUNCIL **416-965-5111**

Ontario Status of Women Council is an advisory Council consisting of nineteen members, all appointed by the Government. Advises the Ontario Government through the Provincial Secretariat for Social Development, on matters pertaining to the status of women in Ontario. Co-ordinates and monitors the implementation of recommendations contained in the report 'Equal Opportunity for Women in Ontario: A Plan

For Action'. Reports annually to the Legislature. Several committees are active in such areas as: education, justice, labour, social services, advertisement monitoring.

ONTARIO STOCK YARDS BOARD

416-767-1163

Ag & Food Ontario Stock Yards Board operates under the federal Livestock & Livestock Producers' Act because of interprovincial trade. Some of the duties of the Ontario Stock Yards Board are to provide facilities for the weighing of livestock and supervising all scale operations. Sales agencies operating in the yard are licensed by the board to act as representatives in the selling of livestock.

ONTARIO STUDENT ASSISTANCE PROGRAM

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

ONTARIO STUDENT LEADERSHIP CENTRE

416-965-5635

Educ Educational Exchange & Special Projects Br encourages

educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

ONTARIO STUDENT LOAN

416-965-5241

Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

ONTARIO TAX CREDIT

416-965-8470

Revenue Ontario Tax Credit System Information Centre provides multilingual assistance to Ontario residents in completing their Ontario Tax Credit form and claiming their property, sales, pensioner and political contributions tax credits when filing their federal personal income tax forms. The first three credits are available regardless of income tax payable; the last only to those who donated to registered parties, candidates & constituencies. Residents outside Metro Toronto may call the Centre free of charge by dialing 0 and asking for Zenith 8-2000. General inquiries re Federal Tax should be referred to district offices of the Federal Department of National Revenue; in Toronto call 869-1500.

ONTARIO YOUTH SECRETARIAT **416-965-3540**

Ontario Youth Secretariat researches information and advises the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's

Experience Program should be directed to Tel.: 965-0480.

ONTARIO 20

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

ONTARIO-QUEBEC PERMANENT COMMISSION

416-965-3356

TE & IA External Activities Coordination Secretariat advises on and coordinates Ontario's participation in Canada's international activities (external aid, cultural, scientific, etc.). Assesses effects of external agreements on province. Coordinates roles, other than financial, of Ontario ministries in the Ontario-Quebec Permanent Commission (OQPC), for cultural and educational exchange programs.

ONTOUR

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

OPTOMETRISTS

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and

provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

ORDER PAPER

416-965-1406

Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is responsible for procedure and the daily publication of the Order Paper and Votes and Proceedings, the official record of the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

ORE

416-965-1337

Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario

Research Foundation.

ORGANIZED CRIME

416-965-8108

Sol Gen OPP Intelligence Br collects and disseminates police information relating to organized crime.

ORNITHOLOGY

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

ORPHANS

416-226-2700

Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

OSTEOPATHS

416-965-2181

Health Professional Services Monitoring Br assists in setting claims adjudication policy and works with colleges and regulatory boards of the professions which provide insured services to control over-utilization of the system by practitioners and the public. Professions monitored include doctors, dentists, chiropractors, chiropodists, osteopaths and optometrists. In situations where it appears that unnecessary or excessive numbers of services have been rendered, or there is concern that claims may have been submitted to the Ontario Health Insurance Plan when services were not rendered, letters must be written to this Branch, 7 Overlea Blvd., Toronto M4H 1A9, providing all details, including OHIP number. Inquiries regarding claims must be referred to local district office.

OVERTIME PAY

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule

of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

PAINTING

416-361-0414

Cult & Rec Art Gallery Of Ontario cultivates and advances the cause of visual arts in Ontario with programs, lectures and films on the origin, development, appreciation and techniques of the visual arts. Exhibits works of art from its permanent collection and invitational and loan exhibitions in the art gallery and The Grange, a restored historic Toronto house. Circulates exhibitions to communities throughout Ontario. Offers an art rental service, art book shop, art reference library and painting classes for children and adults.

PAPERBACKS

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-5599

CCR Paperback And Periodical Distributors Section licenses dealers of paperbacks and periodicals. Continually checks on the extent of non-resident ownership and control of these operations. Contact Queen's Park or regional offices.

PARCOST

416-965-6686

Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

PARK

Park, see Parks

PARKLAND

Parkland, see also Parks

416-965-5727

Cult & Rec Heritage Trusts Br supports the acquisition by the Ontario Heritage Foundation, through donation or purchase, of buildings of historic or architectural value. Acquires, usually by donation, parkland of scenic, recreational or archaeological interest. Acts as official recipient of gifts of works of art to the province. Following acquisition, arrangements are made for restoration or conservation where necessary, as well as for custody, use or display.

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

PARKS

Parks, see also Parkland

705-526-7838

Cult & Rec Huronia Historical Parks. The Ministry of Culture and Recreation operates and maintains historical attractions at Midland (Sainte Marie Among the Hurons) and Penetang (Historic, Naval and Military establishments). Ste. Marie Among the Hurons has been reconstructed on its original site and is open to the public as an historical exhibit. The Naval and Military Establishments have been restored and partially reconstructed, and are open to the public as an historical attraction. Both parks are maintained and operated to promote an appreciation of the Indian, French and British themes in the history of the Huronia area through public visitation. Both sites have interpretive and demonstration programs and are staffed by interpretive and maintenance staff. Contact Huronia Historical Parks, Midland, Ontario (Tel. 705 526-7838).

416-356-2241

Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

416-965-3981

Nat Res Park Planning Br develops and coordinates provincial parks planning and other public recreational facilities. Assists other government and private agencies with related planning. Contact regional office.

519-862-1035

Nat Res St Clair Parkway Commission in Corunna is responsible for the establishment of a parkway along the St. Clair River from Point Edward, on Lake Huron, to Mitchell's Bay, on Lake St. Clair. The St Clair Parkway Commission is a joint program of parks and recreation development by the Province of Ontario, County of Lambton, County of Kent, City of Chatham and the City of Sarnia.

613-543-2951
Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

PARKWAY BELT SYSTEM

416-965-3243
TE & IA Parkway Belt Group manages the activities involved in the Parkway Belt System. The System is a major part of the Toronto-Centred Region Concept that is designed to provide for urban areas physically arranged in two tiers to the west and east of Toronto.

PAROLE

416-965-4366
Corr Serv Ontario Parole Board considers for parole inmates serving sentences which include indefinite terms. The Ontario Parole Board only reviews terms of persons in provincial correctional institutions, not of those in federal institutions.

416-965-4511
Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

PARTNERSHIPS

416-965-7581
CCR Companies Services Br Partnerships Registration Section deals with registration of partnerships and limited partnerships, and proprietorships. Also registers dissolution of these and conducts public searches of documents relating to business ventures.

416-965-1662
CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from

the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

'ATENT

Patent, see Letters Patent, Land Patents

'ATHOLOGISTS

416-965-1554

Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

'AYROLL DEDUCTIONS

416-965-6489

Civ Serv General Services Br Community Liaison Section assists local community funds, such as the United Way, by organizing the voluntary contributions of Ontario government employees. Payroll deductions are made and donated to the appropriate fund.

'EMBROKE-RENFREW

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

ENSIONERS

Pensioners, see Senior Citizens

PENSIONS

416-965-2961

CCR Pension Commission of Ontario administers the Pension Benefits Act, which includes the registration of all private pension plans covering employees in Ontario. Also seeks to improve the quality and the administration of pensions.

416-965-9419

Civ Serv Benefits Policy Br develops, recommends, implements and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-226-2700

Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

416-965-2097

Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be referred to the Pension Commission of Ontario (965-2961).

416-965-8500

Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

PERIODICALS

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant

sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-5599

CCR Paperback And Periodical Distributors Section licenses dealers of paperbacks and periodicals. Continually checks on the extent of non-resident ownership and control of these operations. Contact Queen's Park or regional offices.

416-965-6487

Cult & Rec Cultural Industries Br is involved with the film industry, recording industry, book publishing and periodicals industries. Provides liaison with various levels of government and industries themselves. Does not give grants or loans. Main emphasis is on policy development. Contact regional offices or main office.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

PERSONNEL

Personnel Branch in each ministry supplies adequate staff through internal selection, job advertising and hiring of recent graduates recruited on campus by the Graduate Recruitment Unit of Civil Service Commission. Personnel branches classify delegated positions and recommend other position classifications to Civil Service Commission; investigate and process grievances; develop, operate and assess training and educational assistance programs; maintain personnel and employee benefits records; provide liaison between ministry and Management Board and the Ontario Public Service Employees Union (OPSEU). Counsel staff on career

development, alcoholism and drug addiction.

416-965-7452
Ag & Food Personnel Br performs the personnel functions for the Ministry of Agriculture and Food. For a description of branch activities, see first entry under personnel.

416-965-2552
Att Gen Personnel Management Br performs the personnel functions for the Ministry of the Attorney General. For a description of branch activities, see first entry under personnel.

416-965-6481
CCR Personnel Services Br performs the personnel functions for the Ministry of Consumer and Commercial Relations. For a description of branch activities, see first entry under personnel.

416-965-9419
Civ Serv Benefits Policy Br develops, recommends, implements and maintains policies with respect to all public sector pension plans and benefit programs within the Ontario Public Service (OPS). Coordinates activities of committees monitoring pension escalation fund and insurance programs. Assists Staff Relations Br in negotiating employee benefits in the Ontario Public Service. Produces, updates and distributes information on benefits and pensions to all civil servants. For questions regarding administration of benefit plans call respective ministry personnel branch, or Employee Benefits Branch, Ministry of Government Services, 965-2097.

416-965-2453
Civ Serv General Services Br Personnel Research Section assesses effects of personnel systems and organizational environment upon work and employee morale, for the Civil Service Commission and government ministries and agencies.

416-965-1483
Civ Serv Graduate Recuitment Unit serves all ministries by assisting personnel branches in the recruitment of graduates for permanent positions in the Ontario Public Service (OPS). Maintains information on Canadian educational institutions. Develops publicity and handles inquiries on the OPS. Provides information to placement directors and secondary school guidance counsellors at all Ontario educational institutions. Coordinates recruitment visits to institutions and maintains an inventory of college and university graduate applications. Is also responsible for the recruitment, including training of interviewers, and runs the

administrative trainee program.

416-965-4758
Civ Serv Personnel Admin branch ensures that ministries have and follow policies, guidelines and personnel management services necessary to acquire and retain employees and make best use of their capabilities. This also involves the classification of and the hiring for Ontario Public Service (OPS) positions. Also involved with the implementation of the Utilization of Human Resources (UHR) report. Specialized personnel administration branches deal with each government policy field. Following are telephone numbers: Justice: 965-4758; Resources Development: 965-1022; Social Development: 965-1367.

416-965-1483
Civ Serv Personnel Admin Br Central, provides consultative and administrative services to the ministries that do not belong to the three policy fields, in addition to these offices: Management Board, Civil Service Commission, Provincial Auditor's, Lieutenant Governor's, Legislative, Policy Field Secretariats, Premier's and the Cabinet. Other duties include: development and administration of manpower planning, development and implementation of management compensation plans, provision of technical (personnel) training and career counselling services. Coordinates a centralized program for placement of redundant personnel.

416-965-2065
Civ Serv Personnel And Admin Br performs the personnel functions for the Civil Service Commission and Management Board Secretariat. For a description of branch activities, see first entry under personnel.

416-965-4503
Coll Univ Personnel Br performs the personnel functions for the Ministry of Colleges & Universities. For description of branch activities, see first entry under personnel.

416-965-4701
Comm Soc Personnel Br performs the personnel functions for the Ministry of Community and Social Services. For a description of branch activities, see first entry under personnel. Training and educational assistance is the responsibility of Comm Soc Training and Staff Development Branch, 965-6211.

416-965-6601
Corr Serv Personnel Br performs the personnel functions for the Ministry of Correctional Services. For a description of

branch activities, see first entry under personnel. Also operates Correctional Rehabilitation Involving Student Participation (CRISP) which places students for four month work periods in institutions.

416-965-0225
Cult & Rec Personnel Br performs the personnel functions for the Ministry of Culture and Recreation. For a description of functions see first entry under personnel.

416-965-2222
Educ Personnel Br performs the personnel functions for the Ministry of Education. For a description of branch activities, see first entry under personnel.

416-965-3389
Env Personnel Br performs the personnel functions for the Ministry of the Environment. For a description of branch activities see first entry under personnel.

416-965-7011
Govt Serv Personnel Br performs the personnel functions for the Ministry of Government Services. For a description of branch activities see first entry under personnel.

416-965-5077
Health Human Resources Br performs the personnel functions for the Ministry of Health. For a description of branch activities, see first entry under personnel. The Branch is also a resource to the general health sector in labour relations, compensation and management development.

416-965-6649
Housing Personnel Br performs the personnel functions for the Ministry of Housing. For a description of functions see first entry under personnel.

416-965-4259
Ind & Tour Personnel Br performs personnel functions for the Ministry of Industry and Tourism, based on knowledge of Ministry programs and personnel concepts. For further description of functions see first entry under personnel.

416-965-6121
Labour Personnel Br performs the personnel functions for the Ministry of Labour. For a description of branch activities, see first entry under Personnel.

416-965-9489
Legislative Assembly Office Administrative Office provides

financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

416-965-3825

Nat Res Personnel Br performs the personnel functions for the Ministry of Natural Resources. For a description of branch activities, see first entry under Personnel. Also hires qualified 17 year old persons as junior forest rangers. There are personnel officers in each of the Ministry's eight Regional Offices.

416-965-1788

Revenue Personnel Services Br performs the personnel functions for the Ministry of Revenue. For a description of branch activities, see first entry under personnel.

416-965-8120

Sol Gen OPP Manpower Administration Br provides the Ontario Provincial Police with support service pertaining to qualitative and quantitative manpower needs. Administers: bilingual capabilities program; personnel files & personnel inventory system; civilian complement control.

416-965-6784

Sol Gen Personnel Services Br performs the personnel functions for the ministry with the exception of OPP uniform recruitment, uniform staff development and uniform staff relations with the Ontario Provincial Police Association (OPPA). For a description of branch activities, see first entry under Personnel.

416-965-6171

TE & IA Personnel Administration Br performs the personnel functions for the Ministry of Treasury, Economics and Intergovernmental Affairs. For a description of branch activities, see first entry under personnel.

416-248-3643

TR & Comm Personnel Br performs the personnel functions for

the Ministry of Transportation & Communications. For a description of branch activities, see first entry under personnel.

PESTICIDES

416-965-1081

Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

416-965-7048

Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

416-965-2531

Env Pesticides Appeal Board provides a mechanism of appeal to persons affected by decisions of the Ministry of the Environment regarding the use of pesticides, in accordance with the Pesticides Act, 1973.

416-965-2401

Env Pollution Control Br Pesticides Control Section ensures safe and effective use of pesticides and herbicides. Issues licences for use and sale of pesticides. Contact regional office.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks,

contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-3058

Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

PETROLEUM

416-965-1311

Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

PHARMACEUTICAL

Pharmaceutical, see also Pharmacists

416-965-6686

Health Drugs & Therapeutics Br establishes and maintains quality and cost control standards for drugs. This includes evaluation and assessment of all drugs on the basis of safety, quality and therapeutic efficacy. Analytical testing is carried out as part of this assurance activity. The Branch provides professional advisory services to the Ministry, government agencies and institutions, professional groups, the pharmaceutical industry and the public on pharmaceutical services, pharmacology and therapeutics. Publishes and distributes the Ontario Drug Benefit Formulary and the PARCOST Comparative Drug Index that lists drugs assessed for quality and therapeutic value. When prescribed by a doctor or a dentist, drugs listed in the Formulary are obtained free of charge by Ontario Drug Benefit recipients. Also establishes standards of quality & cost for drugs & pharmaceutical service in hospitals, nursing homes, government institutions and Homes for the Aged.

PHARMACISTS

Pharmacists, see also Pharmaceutical

416-965-7285

Health Health Boards Secretariat has three main functions:

Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

PHOTOGRAPHY

Photography, see Arts

PHYSICALLY HANDICAPPED

Physically Handicapped, see also Handicapped, Disabled

416-965-9537

Ont Advisory Council on Physically Handicapped consists of nineteen members appointed by Order in Council. Council advises the government on matters pertaining to the well-being of physically handicapped persons. Promotes the development and creation of opportunities for self-help for the physically handicapped. Reviews current policies relevant to handicapped persons involving education, employment, rehabilitation, income maintenance, health measures, programs on housing, transportation, recreation, guardianship and other related services. Council meets four times a year.

PHYSIOTHERAPISTS

416-965-8070

Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring about changes.

PICNIC AREAS

Picnic Areas, see also Parks

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

PILLOWS

Pillows, see Upholstered and Stuffed Articles

PITS

416-965-2741
Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-1311
Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

PLANNING

Planning, see Community Planning, Land Use Planning

PLANS

Plans, see Maps, also Surveys

PLANTS

416-562-4141
Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

416-527-1158
Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

PLOWING

416-965-1091
Ag & Food Agricultural and Horticultural Societies Br gives grants to all the agricultural societies in Ontario for exhibitions, fairs, crop competitions, improvements to buildings and grounds, commercial and educational displays. Also gives grants to horticultural societies and plowing matches. The branch is the headquarters of the Canadian Plowing Council.

PLUMBING

416-965-5881
CCR Building Code Br is developing a fire and building code for Ontario to minimize building, health and fire hazards. Advises municipalities on matters pertaining to building by-laws, which are a local, not provincial, responsibility. Maintains the Ontario Plumbing code.

POLAR BEAR EXPRESS

705-472-4500
TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

POLAR GAS PROJECT

416-961-7221
Energy Ontario Energy Corporation was established in 1975 to invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

POLICE

416-965-4755

Att Gen Criminal Injuries Compensation Board provides compensation to victims who have received physical injury as the result of an unprovoked crime of violence, or to the dependants of an innocent victim of a fatal occurrence. The Criminal Injuries Compensation Board also awards compensation to police and others taking part in law enforcement.

416-965-3281

Sol Gen Ont Police Commission Technical Services Br provides technological support and advice for all accredited police forces in ontario. Program Development Section is involved in Computer Assisted Dispatch & Records Entry (CADRE) and technological projects. Communications Services assists in upgrading communications facilities for Integrated Radio Support Program. Operational Support Services assists forces in operation of support systems such as Canadian Police Information Centre (CPIC).

416-965-6071

Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

416-965-8117

Sol Gen OPP Anti-Rackets Br provides assistance to all police forces and government agencies in Ontario on investigations relating to white collar crime, counterfeiting and forgery. To contact Counterfeit & Forgery Section, call 965-1883.

416-965-8049

Sol Gen OPP Auto Theft Br provides assistance to all police forces on investigations of organized vehicle theft rings and the identification of suspect vehicles.

416-965-4400

Sol Gen OPP Auxiliary Police Br consists of volunteer auxiliary police who report to regular detachments and assist with regular police duties. Apply at local OPP detachment. Requirements to become a member of the OPP auxiliary are exactly the same as those of the regular force.

416-965-4468
Sol Gen OPP Career Management Br recruits and retains competent uniformed staff for employment in the Ontario Provincial Police.

416-965-4456
Sol Gen OPP Central Records & Communications Br maintains a central police records centre, the Ontario Provincial Police (OPP) teletype network, and Canadian Police Information Centre (CPIC) computer terminals at OPP installations. The branch provides management information; also disseminates information relating to criminal activities, suspended Ontario drivers, and vehicle registration data to law enforcement agencies.

416-965-4474
Sol Gen OPP Community Services Br administers safety and crime prevention programs. Provides public relations and information service for the Ontario Provincial Police force. To contact Complaints Bureau, call 965-1614.

416-965-8105
Sol Gen OPP Criminal Investigation Br provides assistance to all police forces in Ontario, and to other Ontario Government Agencies, in the investigation of serious criminal activities.

416-965-4308
Sol Gen OPP Indian & Municipal Policing Services Br is responsible for Indian reserve policing in the Province of Ontario. Programs include the appointments of special constables at the request of Indian Band Councils to police their particular reserves. The OPP administers the training, salary and equipment of the special constables through the provisions of the federal-provincial cost-sharing agreement. Municipal policing involves the drawing up of contracts with municipalities which have opted for policing by OPP rather than maintain their own force, and other related matters. Also provides flying patrols in the northwestern & eastern portions of the province. Police aircraft visit isolated Indian communities on a regular basis.

416-965-8108
Sol Gen OPP Intelligence Br collects and disseminates police information relating to organized crime.

416-965-8120
Sol Gen OPP Manpower Administration Br provides the Ontario Provincial Police with support service pertaining to

qualitative and quantitative manpower needs. Administers: bilingual capabilities program; personnel files & personnel inventory system; civilian complement control.

416-965-2542
Sol Gen OPP Planning and Research Br provides consulting services to the Ontario Provincial Police (OPP) and other related ministry agencies. Develops policies, procedures and organizational methods, including Special Projects, Systems Development & Programming, Data Processing & Statistical Analysis.

416-965-4485
Sol Gen OPP quartermaster Stores Br is responsible for stocking and distributing all items of uniform, equipment, stationery and office supply needs. Maintains a repository of weapons, seized by police forces, which have been cleared for disposal.

416-965-8111
Sol Gen OPP Security Br provides police security for top government officials and for important visitors to Ontario. Provides a uniform security guards service which performs physical security duties and maintains public order in Ontario Government buildings. Contact Queen's Park Main Office Operations, 965-2549. Provides protection from subversive elements in maintenance of public order. Has expertise on all aspects of physical security.

416-965-8114
Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and suppression of illegal drugs.

416-965-5421
Sol Gen OPP Training Br provides police training courses for force members at all levels including motorcycle, marine, search & rescue, canine training & diver training. Coordinates the attendance of members at training courses conducted by other agencies.

416-965-4477
Sol Gen OPP Transport Br provides and maintains the mobile equipment to meet Ontario Provincial Police (OPP) transportation needs. Also provides office services, operational support and direction, and financial and personnel management support.

OLICYHOLDERS

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

OLITICAL CONTRIBUTIONS

416-965-0455

Commission On Election Contributions & Expenses administers the Election Finances Reform Act, which provides for registration of political parties and constituency associations active in Ontario, and candidates in a provincial election. Limits political contributions to, and period of advertising and advertising expenses of, registered parties, constituency associations and candidates during a provincial election campaign. Provides subsidies to candidates with respect to election campaign expenses incurred. Requires filing of campaign period returns and annual financial statements of assets and liabilities by political parties and constituency associations.

416-965-8470

Revenue Ontario Tax Credit System Information Centre provides multilingual assistance to Ontario residents in completing their Ontario Tax Credit form and claiming their property, sales, pensioner and political contributions tax credits when filing their federal personal income tax forms. The first three credits are available regardless of income tax payable; the last only to those who donated to registered parties, candidates & constituencies. Residents outside Metro Toronto may call the Centre free of charge by dialing 0 and asking for Zenith 8-2000. General inquiries re Federal Tax should be referred to district offices of the Federal Department of National Revenue; in Toronto call 869-1500.

LLUTANTS

Pollutants, see also Pollution

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food,

plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-248-3015

Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

416-965-6971

Env Pollution Control Br as a whole plans and develops policies, programs, standards, guidelines and legislation to control emission of pollutants; coordinates and conducts applied research in the areas of water supply, and sewage and waste-water treatment, and provides technical support in these areas. The Pollution Control Branch has several sections which are described separately. Contact regional office for specific questions.

POLLUTION

Pollution, see also Waste, also Pollutants

416-965-5778

Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-6963

Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-6981

Env Financial Services Br administers the distribution of grants under the Pollution Abatement Incentive Act, 1970. Ensures that the treatment process and equipment are eligible for a grant under the Act. Grants are made for equipment installed and made operational before April 1, 1976. Applications for grants are not accepted after June 1, 1976. Also supplies the ministry with financial management and accounting services. For further description of functions, see first entries under financial management and accounting.

416-248-3015

Env Laboratory Services Br provides analytical support for other branches of the ministry in their environmental quality assessment and pollution control programs. Participates in planning programs requiring analytical expertise and assists in analytical data interpretation. Updates analytical methods and develops procedures for measuring new environmental pollutants. The Laboratory Services Branch advises regional laboratories on adapting new analytical techniques. Participates in programs of the International Joint Commission (IJC). For information on the IJC, write to the Canadian Section, International Joint Commission, Room 851, Burnside Bldg., 151 Slater St., Ottawa, Ontario K1P 5H2.

416-965-7048

Env Pesticides Advisory Committee reviews problems about pesticides. The Committee advises on environmental research grants and evaluates results. Coordinates pesticide problems. Classifies all pesticides previous to their marketing in Ontario. Maintains a library of pesticide containers. The Ontario Government Bookstore (965-2054) has all government publications on pesticides. For pesticide

vendors and exterminators licences contact Env Pollution Control Br Pesticides Control Section, phone: 965-2401.

416-965-6971
Env Pollution Control Br as a whole plans and develops policies, programs, standards, guidelines and legislation to control emission of pollutants; coordinates and conducts applied research in the areas of water supply, and sewage and waste-water treatment, and provides technical support in these areas. The Pollution Control Branch has several sections which are described separately. Contact regional office for specific questions.

416-965-2537
Env Pollution Control Br Contingency Planning Section promotes the organization and planning by industry, the municipalities and federal and provincial agencies to control and cope with pollution caused by emergency spills of contaminants.

416-965-2214
Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-965-6967
Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-1173
Env Pollution Control Br Noise Pollution Control Section deals with the control of noise emissions and comments on the relationship between new and existing land use and noise sources. Develops acoustics criteria and standards. Develops, updates and promotes the Model Municipal Noise Control Bylaw for adoption by municipalities and assists in training of noise control officers. Contact regional office.

416-248-3739
Env Pollution Control Br Research Group includes: a Coordination Section, an Applied Sciences Section, a

Wastewater Treatment Section, and a Water Technology Section. The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance to the Planning Sections; applied research studies on pollution; and technical support for, and application of, new technology to the public through regional offices or directly to municipalities and industry.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-5115

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call

Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-4590

Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

416-965-4590

Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact regional office.

416-965-2493

Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to

acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

POPULATION

416-965-5454

TE & IA Economic Analysis Br monitors economic and social developments in Ontario, Canada and elsewhere. Provides provincial government with consultative services on short-term consequences for Ontario of proposals from government and the public. Studies include population and labour aspects, among others. (Contact 965-6613).

416-965-4575

TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

416-965-6989

TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

POSTNATAL

416-965-8176

Health Health Promotion Br Maternal & Child Health Consultants promote community health programs related to

prenatal and postnatal care and education, infant and preschool health, school health, family life education and family planning. See also other sections in Health Health Promotion Br described separately.

POULTRY

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

POUNDS

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

POWER PLANTS

416-965-4188

CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

PREGNANCY LEAVE

Pregnance Leave, see Maternity Leave

PREGNANT MARE URINE FARMS

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

PREJUDICE

416-965-6841

Ontario Human Rights Commission administers the Ontario Human Rights Code to achieve equal treatment for all people in the areas of employment, housing, public accommodation such as hotels and restaurants, and related advertising, regardless of race, creed, colour, age, sex, marital status, nationality, ancestry or place of origin. Complaints of discrimination are investigated and conciliated. Educational efforts are made to eliminate prejudice. Publications on human rights are available. Community problem-solving in tense situations is undertaken. The Commission reports to the Legislature through the Minister of Labour. Contact regional offices.

PRENATAL

416-965-8176

Health Health Promotion Br Maternal & Child Health Consultants promote community health programs related to prenatal and postnatal care and education, infant and preschool health, school health, family life education and family planning. See also other sections in Health Health Promotion Br described separately.

416-965-5884

Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

PREPAID HOSPITAL

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

PRESSURE VESSELS

416-965-4121

CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

PRINT PROCUREMENT

416-965-2069

Govt Serv Printing Services Br has four operating sections: Print Procurement Service (965-2056) supplies printing and typographic services to Ontario Government ministries and agencies through the graphic arts industry in Ontario; Duplicating Service (965-2211) provides an in-plant reproduction facility when private sector services are impractical; Stationery Service (965-7072) operates a retail outlet supplying common stationery and office supplies; Publications Service, through both the Publications Centre (965-6015) and the Ontario Government Bookstore (965-2054) is responsible for the library depository system, cataloguing, inventory control and distribution of Ontario government publications.

PRIVATE INVESTIGATORS

416-965-5814

Sol Gen OPP Registrar of Private Investigators & Security Guards investigates and approves the licensing of agencies that provide the services of private investigators and security guards. Licenses agency employees to act as private investigators or security guards.

PRIVATE SCHOOLS

416-965-2609

Educ Information Systems & Records Br is in charge of:

issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

PRIVATE VOCATIONAL SCHOOLS

416-965-2720

Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

PROBATION

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-2051

Corr Serv Group Homes Br Juvenile Div. The division serves juveniles (under 16) who are on probation, in group homes, in training schools, or under supervision of probation and after-care officers. The Group Homes Branch promotes group homes as an alternative to training schools, providing juveniles an opportunity for growth in the community. Group homes are on contract with the ministry. A variety of staffing and organization models exist among homes, serving varied needs. Community resources and training schools are used for reassessments. Area coordinators work with homes, providing general support and liaison with other ministry branches and agencies.

416-965-1083

Corr Serv Probation and After-Care Juvenile Br serves youth (under 16) on probation, and wards of training schools. Province-wide offices work with juveniles and their families. Non-clients also are advised.

416-965-4511

Corr Serv Probation And Parole Adult Br works closely with all Courts in the Province of Ontario and the Ontario Parole Board: providing pre-sentence reports to the courts and pre-release reports to the Ontario Parole Board; assisting probationers; providing supervision and assistance to offenders on parole and to others who need it after release from correctional institutions. Assistance includes counselling and guidance in finding employment, housing, food, clothing, etc. Contact local probation field office.

PROJECT CANADA

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

PROJECT JAPAN

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

PROJECT SCHOOL-TO-SCHOOL

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

PROJECTIONISTS

416-421-2462

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm, 35mm, or wider films. Sets standards for, inspects and

issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

PROPANE

416-965-7627

CCR Energy Safety Br strives to prevent loss of life, bodily injury and property damage by controlling hazards which can arise from the transmission, distribution and utilization of natural gas, oil and propane fuel, and the transport, storage and handling of gasoline. Issues licences and certificates and audits such operations.

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

PROPERTY TAXATION

416-965-1681

Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

416-965-5189

Revenue Assessment Standards Br. The Ministry of Revenue, under the Assessment Act, assesses the value of real property in Ontario, which assessment local governments use as basis for property taxation. The Assessment Standards Branch: develops, maintains and implements valuation methods; standardizes valuation procedures; provides training of assessment personnel. (Tel. 965-3905). Conducts related technical research (965-3305).

416-965-1671
TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

416-965-2204
TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

PROPRIETORSHIPS

416-965-7581
CCR Companies Services Br Partnerships Registration Section deals with registration of partnerships and limited partnerships, and proprietorships. Also registers dissolution of these and conducts public searches of documents relating to business ventures.

416-965-1662
CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

PROSECUTIONS

416-965-2831
Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of

courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

Att Gen Criminal Appeals & Special Prosecutions Branch under the Crown Law Office, is responsible for the preparation and trial of all Criminal Appeals arising in the province, whether the Crown is the Respondent or the Appellant. Conducts special prosecutions undertaken at the direction of the Attorney General and/or Deputy Attorney General. The branch deals solely with the Defence Bar, the Police, Crown Attorneys, and does not deal with the public.

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

PROSPECTORS

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-2741
Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

PROSTHETIC

416-965-5142
Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-2376
Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-423-4240
Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment.

Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

PROTOCOL

416-965-5733

Govt Serv Protocol Services Protocol Section answers inquiries from other branches, agencies and the public about protocol procedures and social etiquette. Arranges official Ontario ceremonies, conferences and special events. A government hospitality fund provides resources to host hospitality functions (e.g. luncheons, coffee receptions) where the government officially welcomes visitors from outside Ontario who attend national or international events. Request for assistance should be in writing to: The Minister of Government Services, Queen's Park, Toronto. See also Govt Serv Protocol Services Recording Office, also Scrolls Section.

PROVINCE OF ONTARIO SAVINGS OFFICE

416-965-1791

Revenue Prov of Ontario Savings Office provides general savings bank services to the public in branches throughout the province. The Province of Ontario Savings Office deposits funds in excess of day-to-day requirements with the Consolidated Revenue Fund.

PROVINCIAL AUDITOR

416-965-1381

Office of Provincial Auditor carries out the statutory requirements imposed under the Audit Act & other statutes of the province. The Provincial Auditor manages the audit of the Consolidated Revenue Fund as well as the audit of ministerial and quasi-judicial agencies.

PROVINCIAL-MUNICIPAL

Provincial-Municipal, see also Municipalities

416-965-3505

TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal

government.

416-965-6989
TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

ROXY

416-965-6550
CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

SYCHIATRIC

Psychiatric, see also Mentally Incompetent

416-362-1331
Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-8025

Health Budgets Br provides financial services, e.g. approval of budgets, settlements, consideration of appeals and requests, arrangement of cash flows, and financial consulting services to health facilities. These include public and private hospitals, private psychiatric hospitals, children's treatment centres, nursing homes, etc.

416-965-5081

Health Homes for Special Care Program, Psychiatric Hospitals Branch, licenses and inspects Homes for Special Care which provide nursing home and residential home care for former patients of Ontario psychiatric hospitals and mental retardation centres. Contact local psychiatric hospital.

416-965-5081

Health Inspection Br Nursing Home Inspection Services licenses, inspects and investigates complaints about nursing homes. Inspection involves quality and quantity of nursing and personal care provided; adequacy of fire and general safety equipment; sanitation. Approves construction plans for new homes. Most residents of nursing homes are eligible for Extended Health Care (EHC) benefits under the Ontario Health Insurance Plan (OHIP). Under the EHC program, chronic care patients in hospitals and psychiatric hospitals are discharged to Homes for Special Care and nursing homes which can better meet their treatment needs while making more hospital beds available. OHIP partially covers cost of treatment. Application for EHC is made through a family doctor. For further information on EHC contact Health Communications Br, 965-5167. For nursing home licensing, inspection and complaints, contact head office or regional offices. For approval for development of new nursing home beds, contact Institutional Division, 965-8079.

416-965-6234

Health Psychiatric Hospitals Br is responsible for administering Provincial Psychiatric Hospitals. Contact local psychiatric hospital.

PSYCHOLOGISTS

416-965-8070

Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be

provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring about changes.

PUBLIC ACCOUNTS

416-965-5273

TE & IA Financial Information & Accounting Policy Branch is responsible for public reporting of government financial information. Produces Public Accounts annually for Legislature and the public. Operates Consolidated Revenue Fund accounting systems and budget monitoring system serving provincial ministries and agencies. Accounting Research and Policy Development Section (965-1731) serves ministries and agencies on development of financial information system and financial information and accounting policy development. Maintains financial administration policy liaison with Management Board and banking policy liaison with the banking community.

PUBLIC HEALTH

416-965-7678

Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

416-965-4236

Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also other sections in Health Community Health Protection Br described separately.

416-965-4164

Health Community Health Protection Br Inspection Services provides consultants to municipalities to advise on local health inspection matters. Information available from the branch on location of nearest public health agency, or contact regional offices. See also other sections in Health Community Health Protection Br described separately.

416-965-1170
Health Community Health Protection Br NOPHS (Northern Ontario Public Health Services) provides direct public health services to the unorganized territories in Northern Ontario which are not served by local health units. Also provides public health inspection service to industrial camps in these areas. Contact regional office. See also other sections in Health Community Health Protection Br described separately.

416-965-4058
Health Community Health Protection Br VD (venereal disease) clinics for the diagnosis and treatment of VD are located throughout the province. Provides advice to physicians re management of VD cases and educates public on all aspects of venereal disease. Contact local Public Health unit. In Metro Toronto, call any time, Tel. 965-3333. See also other sections in Health Community Health Protection Br described separately.

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094
Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

416-965-4441
Health Health Promotion Br Public Health Nursing Consultants provide consultation to health agencies in all areas of public health nursing services. See also other sections in Health Health Promotion Br described separately.

PUBLIC HOUSING
Public Housing, see Rent Geared to Income

PUBLIC SERVICE CLASSIFICATION RATINGS

416-965-1410

Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

PUBLIC SERVICE GRIEVANCE BOARD

416-965-1410

Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

PUBLIC SERVICE SUPERANNUATION

416-965-2097

Govt Serv Employee Benefits Br administers the following employee benefits plans: Public Service Superannuation Act (PSSA), Legislative Assembly Retirement Allowances Act (LARAA), Employees' Group Insurance Plan (EGP), Long Term Income Protection (LTIP) for employees of the Ontario Public Service only. Informs existing and retired employees of the benefits available. Acts as governmental liaison with the insurance industry for employee insurance plans. The branch is not concerned with family benefits or pensions in the private industry.

416-965-2097

Govt Serv Public Service Superannuation Board recommends payments of annuities, pensions and disability benefits and approves applications in respect of past service credits and pension credit transfers. The Public Service Superannuation Board also hears appeal from contributors, pensioners or dependents against administrative decisions. Pensions for

Ontario Public Service employees are handled by Employee Benefits Branch (965-2097). Private pension plans should be referred to the Pension Commission of Ontario (965-2961).

PUBLIC TENDERS OFFICE

416-965-6937

Govt Serv Supply Administration Br provides a government-wide purchasing service, including development of specifications and standards. Develops Collective Purchasing Arrangements for commodities commonly used by Ontario Government ministries and agencies. In addition to purchasing the requirements of the Ministry of Government Services, the branch purchases furniture and all other furnishings for other ministries and other items required for the initial outfitting of new facilities. Operates the Public Tenders Office to receive tenders for government contracts. Maintains suppliers lists by vendor and commodity, and a vendors catalogue library. Controls and directs government assets disposal.

PUBLIC TRUSTEE

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

PUBLICATIONS CENTRE

416-965-2069

Govt Serv Printing Services Br has four operating sections: Print Procurement Service (965-2056) supplies printing and typographic services to Ontario Government ministries and agencies through the graphic arts industry in Ontario; Duplicating Service (965-2211) provides an in-plant reproduction facility when private sector services are impractical; Stationery Service (965-7072) operates a retail outlet supplying common stationery and office supplies; Publications Service, through both the Publications Centre (965-6015) and the Ontario Government Bookstore (965-2054) is responsible for the library depository system, cataloguing, inventory control and distribution of Ontario government publications.

416-965-6015
Ontario Government Publications are distributed through the Ontario Government Bookstore at 880 Bay St., Toronto (965-2054), or by mail through the Publications Centre, Ministry of Government Services, 3B7 Macdonald Block, Queen's Park, Toronto M7A 1N8 (965-6015). Cheques or money orders should be made payable to the Treasurer of Ontario. For publications issued directly by a ministry, contact that ministry's regional office or its Information Services Branch in Queen's Park.

PUBLISHING

416-965-6487
Cult & Rec Cultural Industries Br is involved with the film industry, recording industry, book publishing and periodicals industries. Provides liaison with various levels of government and industries themselves. Does not give grants or loans. Main emphasis is on policy development. Contact regional offices or main office.

416-961-1660
Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

PURCHASING

Purchasing, see Administrative Services

PYRAMIDIC SCHEMES

416-965-4728
CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and

corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-2513

CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

QUARRIES

416-965-1311

Nat Res Mineral Resources Br develops and administers mineral resources policies by determining availability of mineral and fuel resources such as metals, industrial minerals and petroleum. Administers Pits and Quarries Control Act (965-1172); Petroleum Resources Act (965-1981); Section 113 of the Mining Act.

QUARTER CENTURY CLUB

416-965-5761

Civ Serv General Services Br Staff Services Section administers the Quarter Century Club for government employees with twenty-five years of service. The club organizes banquets across the province and provides pins for new members. Other duties involve bookkeeping for the branch, hosting Canada-wide seminars held in Toronto, and involvement in other activities as required by the Civil Service Commission.

QUEBEC

Quebec, see Ontario-Quebec Permanent Commission

QUEEN'S PROCTOR

416-965-2831

Att Gen Civil Litigation & Legal Advisory Services, under the Crown Law Office, provides litigious service in all levels of courts, boards and tribunals. Provides professional advice and legal opinions to all Ontario government ministries and agencies. Answers inquiries from the public on statutes administered by the Ministry of the Attorney General. Conducts prosecutions, including prosecutions under

provincial legislation. Deals with constitutional questions. Acts as Queen's Proctor in divorce matters.

RABIES

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094

Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

416-832-2261

Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals,

pathology and rabies. Contact Director, Box 50, Maple.

RACE TRACKS

416-965-0520

CCR Ontario Racing Commission (ORC) promotes the proper management of horse racing and the orderly behaviour and integrity of participants. Issues licences to participants and encourages the improvement of the quality of horses that race. Contact judges and stewards at race tracks or the head office of the Ontario Racing Commission.

416-965-5772

Revenue Retail Sales Tax Br registers vendors and issues vendors permits to them. Regulates the collection of Retail Sales Tax. Collects tax under the Race Tracks Tax Act. Contact District Offices. In Metro Toronto, call 487-7161.

RADIATION

416-965-2493

Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

RADIO

Radio, see also Broadcasting

416-965-0175

Govt Serv Telecommunications Services Br provides local and inter city telecommunication services for Ontario government ministries and agencies. These are principally telephone, data communications and radio, but also include intercom, teletype, facsimile, satellite and related telecommunications services. For Metro Toronto Services, contact 965-6788; Inter City Services, contact 965-6265.

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record

purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

RADIOACTIVE

416-965-4061

Health Inspection Br X-Ray Inspection Service administers the regulation respecting X-Ray safety by registering owners of equipment designed to produce X-Rays, approving plans for permanent locations and making safety inspections of such. Provisions of the regulation also apply to the healing arts as well as certain areas in industry and research. Acts as information or referral agency for questions about the use of radioactive material.

416-965-2493

Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

RAILROAD MUSEUM

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

RAILWAY

Railway, see also Railroad Museum

416-965-2781
Nat Res Forest Fire Control Br organizes fire control planning and fire warden systems. Establishes interprovincial agreements and cooperates with municipalities, railway and forest industries on forest fire prevention and control.

416-965-5403
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

416-630-2635
Toronto Area Transit Operating Authority (TATOA) was created to design, establish and operate an inter-regional transit system serving Metro Toronto and the regional municipalities of Peel and York. Manages GO Transit, a commuter railway service operated by Canadian National Railways, and a commuter bus service operated by Gray Coach Lines and Trailways of Canada. For information on timetables and fares phone local GO Transit number.

705-472-4500
TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

REAL ESTATE

Real Estate, see also Real Property

416-965-4241
CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728
CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102
CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-2504
CCR Real Estate And Business Brokers Act ensures protection of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

416-965-6745
Govt Serv Realty Services Br is responsible for the appraisal, negotiation and surveying requirements for the acquisition and sale of real estate for most ministries, including land required for construction programs. Appraises, negotiates and acquires leased accommodation. Handles interim management of government property and disposes of such through sale or lease. Under the Employee Home Owners Assistance Plan, assists government employees transferred to other locations in Ontario, in selling their homes (Phone: 965-6748). Maintains an inventory of government-owned land, buildings, leases and accommodations.

416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively

disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

REAL PROPERTY

Real Property, see also Real Estate

416-965-7574

Att Gen Assessment Review Court hears complaints against realty and business assessment based on real property valuation for municipal tax purposes. For further information on real property assessment, see Revenue Assessment Field Operations Branch listed in this index. Contact Municipal Office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Court.

416-965-6644

CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

416-965-1681

Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

416-965-5189

Revenue Assessment Standards Br. The Ministry of Revenue, under the Assessment Act, assesses the value of real property in Ontario, which assessment local governments use as basis for property taxation. The Assessment Standards Branch:

develops, maintains and implements valuation methods; standardizes valuation procedures; provides training of assessment personnel. (Tel. 965-3905). Conducts related technical research (965-3305).

416-965-5403
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

RECLAMATION
Reclamation, see Recycling

RECORDING INDUSTRY
Recording Industry, see Cult & Rec Cultural Industries Br

RECORDING OFFICE
416-965-5741
Govt Serv Protocol Services Recording Office records and certifies documents and land patents searches. See also Govt Serv Protocol Services Protocol Section, also Scrolls Section.

RECORDS CENTRE
416-965-2187
Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to ensure economy in government forms. Publishes guide to records retention requirements for business and industry. Handles government training on all aspects of records management.

RECORDS MANAGEMENT
416-965-2187
Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to

ensure economy in government forms. Publishes guide to records retention requirements for business and industry. Handles government training on all aspects of records management.

RECREATION

416-965-6491

Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-0617

Cult & Rec Field Services Br, through six regional offices and several sub-offices in Ontario, brings into focus the Ministry's programs at local level so that communities may enjoy a full range of recreation and cultural activities. These consultative services, which include assessment of needs and setting of objectives, planning, staffing, budgeting and financial assistance, provide liaison between the community and the agencies that are sources of assistance. This service is used by organizations in the public sector such as libraries and recreation committees of municipalities, and the private sector such as multicultural groups and associations. Contact regional offices.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation

at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

416-844-8171

Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

416-965-6763

Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to

non-profit camps.

416-965-7678
Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

416-965-9724
Housing OHC Community Relations Br acts as a resource to community relations workers in the field to assist with social problems, as well as recreation for families and senior citizens in Ontario Housing Corporation (OHC) accommodation. Also works to help residents integrate in the community.

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-5725
Ind & Tour Tourism Research Br develops and maintains an effective data base and data-related information service designed to meet the needs of the tourism sector in Ontario. Provides a research service to support and direct ministry activities related to tourism. Coordinates tourism research activities in Ontario, such as the interministerial Tourism and Outdoor Recreation Planning Study (TORPS).

416-356-2241
Nat Res Niagara Parks Commission in Niagara Falls, Ontario operates a 35 mile system of parks along the Niagara River including recreation areas, scenic attractions, historic sites. The Niagara Parks Commission also runs a School of Horticulture.

519-862-1035
Nat Res St Clair Parkway Commission in Corunna is responsible for the establishment of a parkway along the St. Clair River from Point Edward, on Lake Huron, to Mitchell's Bay, on Lake St. Clair. The St Clair Parkway Commission is a joint program of parks and recreation development by the Province of Ontario, County of Lambton, County of Kent, City of Chatham and the City of Sarnia.

613-543-2951
Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

416-965-6945
TE & IA Project-Townsite Development Group researches, designs, organizes & manages activities required to carry out such projects as: the development of new northern communities and/or expansion of existing ones to serve population growth from resource development activity, or special studies of areas affected by provincial policies such as the Wasaga Park Community Project. The Wasaga Park Project provides for the recreational needs of Southern Ontario by the development of a year-round multi-use park and the local community through land use policies and by providing the necessary public services and recreation facilities. The Group advises ministries on the development of projects or policies that have impact on urban settlement patterns.

ECREATION CENTRES

416-965-5399
Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

ECRUITMENT

416-965-1483
Civ Serv Graduate Recuitment Unit serves all ministries by assisting personnel branches in the recruitment of graduates

for permanent positions in the Ontario Public Service (OPS). Maintains information on Canadian educational institutions. Develops publicity and handles inquiries on the OPS. Provides information to placement directors and secondary school guidance counsellors at all Ontario educational institutions. Coordinates recruitment visits to institutions and maintains an inventory of college and university graduate applications. Is also responsible for the recruitment, including training of interviewers, and runs the administrative trainee program.

416-965-5435

Civ Serv Senior Appointments And Compensation office provides staff support services for the Senior Appointments Advisory Committee and Senior Manpower Planning Subcommittees, and implements all aspects of recruitment, appointments, compensation and career development for the Ontario Public Service senior executives and program directors.

416-965-1463

Civ Serv Staffing Policy Br develops policies and guidelines on staffing function of personnel management, which affects recruitment, training, career planning & appraisal of employees. This also includes planning for changes in staff needs and in employee expectations.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

RECYCLING

416-636-8015

Env Resource Recovery Br develops and implements a comprehensive waste management program including new procedures for resource recovery and recycling. Provides municipalities with assistance and guidance in the economic development of waste management systems. Provides technical services, supervision and financial management required in the planning and construction of resource recovery

facilities.

416-965-7196
Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

REFRIGERATION

416-965-4188
CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

REFUSE
Refuse, see Waste

REGIONAL DETENTION CENTRES
Regional Detention Centres, see Correctional Institutions

REGIONAL GOVERNMENT
Regional Government, see Municipalities

REGISTRATION
Registration, see also Licences

416-965-5841
Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service

to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-7581

CCR Companies Services Br Partnerships Registration Section deals with registration of partnerships and limited partnerships, and proprietorships. Also registers dissolution of these and conducts public searches of documents relating to business ventures.

416-965-5431

CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-1662
CCR Company Law Br provides legal counselling to the Companies Division and handles inquiries of legal nature from the public about: incorporation of business and non-profit corporations, licences in mortmain, extra-provincial licences, registration of partnerships and sole proprietorships, names and name style registration by companies, and registration of corporate bonds, debentures, trust indentures and mortgages. This includes sorting out deficiencies in the applications submitted to the Companies Services Branch.

416-965-6471
CCR Consumer Protection Bureau promotes consumer education and assists in settling problems arising out of the sale of goods or services. The Consumer Protection Bureau administers the Consumer Protection Act which requires the registration and bonding of itinerant sellers, regulates use of executory contracts, requires full disclosure of the cost of borrowing and regulates advertising of terms of credit. Contact Queen's Park or regional offices.

416-965-1687
CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

416-965-6550
CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

416-965-2961
CCR Pension Commission of Ontario administers the Pension Benefits Act, which includes the registration of all private

pension plans covering employees in Ontario. Also seeks to improve the quality and the administration of pensions.

416-965-6644

CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-7655

CCR Property Rights Personal Property Registration Branch provides the Personal Property Security Registration System (PPSR) that records security interest (liens) in personal property (not real property or land), where it is sold 'on time' or pledged as a security for a loan. Serves banks, finance companies, other lending institutions and the public. The document creating the security interest is a security agreement (including a chattel mortgage, conditional sale contract, assignment of book debts). The document that is registered is a financing statement. Contact PPSR branch in each county or district.

416-965-3248

CCR Property Rights Property Law Br performs statutory functions of Director of Titles; responsible for legal quality of land registration records; drafts amendments to the regulations under the Land Titles Act, the Registry Act, The Condominium Act, the Boundaries Act and the Certification of Titles Act. Processes applications of title and for conversion of title from the land registry to the land titles system.

416-965-2504

CCR Real Estate And Business Brokers Act ensures protection

of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

416-965-2513
CCR Registrar of Bailiffs, collection agencies and mortgage brokers is responsible for investigating complaints about and registering private bailiffs, collection agencies, consumer reporting agencies (credit and personal information investigation), and mortgage brokers. Also handles registration of pyramidic schemes.

416-965-1318
CCR Travel Industry Act, to protect the financial interests of Ontario travellers, and to ensure ethical conduct and good travel service, requires the registration of travel agents, travel wholesalers and travel salesmen. Complaints are investigated. Contact Queen's Park or regional offices.

416-965-2720
Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-0455
Commission On Election Contributions & Expenses administers the Election Finances Reform Act, which provides for registration of political parties and constituency associations active in Ontario, and candidates in a provincial election. Limits political contributions to, and period of advertising and advertising expenses of, registered parties, constituency associations and candidates during a provincial election campaign. Provides subsidies to candidates with respect to election campaign expenses incurred. Requires filing of campaign period returns and annual financial statements of assets and liabilities by political parties and constituency associations.

416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

REGULATIONS

Regulations, see Att Gen Legislative Counsel Services

REHABILITATION

416-965-7661
Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

Comm Soc Area and District Offices throughout Ontario deliver the Ministry's programs to the community. Executive Directors in five area offices provide broad coordination and deliver those programs that cannot be made available at every District Office. Twenty District Offices are responsible for the delivery of such programs as Family Benefits, Vocational Rehabilitation, Day Nurseries, etc. District Offices are involved with local social planning, and work closely with social agencies in the community and with other ministries and other levels of government. Contact area or district offices.

416-965-0432
Comm Soc Capital & Special Projects Br provides technical expertise and consultative services to municipalities and non-profit organizations that want to establish facilities for rehabilitation, residential and social services, under various Acts administered by the ministry. Maintains statistics on existing facilities. Carries out inspection program for fire and other safety measures in all ministry institutions and those operated under the above Acts. Contact district offices.

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-6601

Corr Serv Personnel Br performs the personnel functions for the Ministry of Correctional Services. For a description of branch activities, see first entry under personnel. Also operates Correctional Rehabilitation Involving Student Participation (CRISP) which places students for four month work periods in institutions.

416-965-5975

Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

416-965-6424

Corr Serv Volunteer Programs Br coordinates volunteer work in helping the ministry in its rehabilitation programs for probationers and adult offenders in provincial correctional institutions and juveniles in training schools. Operates an information bank of resource material concerning volunteer involvement.

416-965-9337

Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

416-965-9537

Ont Advisory Council on Physically Handicapped consists of nineteen members appointed by Order in Council. Council advises the government on matters pertaining to the well-being of physically handicapped persons. Promotes the development and creation of opportunities for self-help for the physically handicapped. Reviews current policies relevant to handicapped persons involving education, employment, rehabilitation, income maintenance, health measures, programs on housing, transportation, recreation, guardianship and other related services. Council meets four times a year.

416-965-8500

Workmen's Compensation Board (WCB) administers the Workmen's Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office is at 2 Bloor St. East, Toronto; its Hospital and Rehabilitation Centre (H&RC) is in Downsview (Northwest Toronto). The Board maintains two information offices in Toronto and area offices in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

REMOTE SENSING

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

416-248-3248

TR & Comm Surveys and Plans Office, Engineering Services Branch provides the ministry with: aerial and ground surveys relative to remote sensing, computer graphics, photogrammetric plans, cartographic maps, legal survey plans and documents. Maps are also available to the public. Contact regional or district offices.

RENT REVIEW

416-923-1199

CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

RENT SUPPLEMENT PROGRAM

416-965-9654

Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of

housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

RENT-GEARED-TO-INCOME

416-923-1199

CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

416-965-9640

Housing OHC Assisted Housing Production Br is responsible for the development of rent-geared-to-income projects for low-income families and senior citizens (60 years and over) in response to municipal resolutions requesting such accommodation. Applicants must contact local housing authorities, housing manager, or Municipal Clerk. In Metro Toronto, contact Housing Registry, (965-9915). This branch handles conventional projects only. For other low-income housing programs, see Housing Supplementary Programs & Special Projects Br.

416-965-9733

Housing OHC Housing Operations Br (Ontario) provides direction to 40 Housing Authorities and 36 Direct Management Operations in all matters relating to Ontario Housing Corporation's (OHC's) rent-geared-to-income program. Low income housing, as the program has come to be known, is available in all major cities and most towns throughout Ontario. Applications are made to the local housing manager. In Metro Toronto, the Housing Operations Branch (Metro), tel.

965-9434, is responsible for the same activity.

416-965-9098
Housing OHC Maintenance Engineering Br is responsible for the design and construction for modernization and improvement, and to advise on maintenance matters for Ontario Housing Corporation (OHC) rent-geared-to-income buildings.

416-965-9654
Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

416-965-9656
Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

416-965-9868
Housing OHC Tenant Placement Br accepts and processes applications for rent-geared-to-income housing within Metropolitan Toronto. Applications accepted in person or by mail addressed to Housing Registry, Ontario Housing Corporation, 101 Bloor St., W., Toronto (Tel. 965-9915). Applicants must have 12 months residency within Metro Toronto in the past 5 years. Rent-geared- to-income program provides

accommodation for families but will consider senior citizens and persons with permanent disability. Housing is offered to families in greatest need when vacancies occur.

RESIDENTIAL TREATMENT

Residential Treatment, see also Homes for Special Care

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

RESORTS

Resorts, see Tourism

RESOURCE RECOVERY

416-636-8015

Env Resource Recovery Br develops and implements a comprehensive waste management program including new procedures for resource recovery and recycling. Provides municipalities with assistance and guidance in the economic development of waste management systems. Provides technical services, supervision and financial management required in the planning and construction of resource recovery facilities.

RESPIRATORY DISEASES

416-965-2528

Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

RETAIL SALES TAX

416-965-5772

Revenue Retail Sales Tax Br registers vendors and issues vendors permits to them. Regulates the collection of Retail

Sales Tax. Collects tax under the Race Tracks Tax Act. Contact District Offices. In Metro Toronto, call 487-7161.

ETARDATION

Retardation, see also Retarded, also Mentally Incompetent

416-965-8455

Comm Soc Mental Retardation Community Resources Br provides funding and program support for community-based programs in accommodation, work, training and support services for the mentally retarded. These services are administered by local organizations, particularly local associations for the mentally retarded. Contact local Mental Retardation Coordinator in district office.

416-965-5130

Comm Soc Mental Retardation Community Services Development Br is responsible for two programs. Adult Protective Services, with workers (District Working Groups), coordinates and monitors on an individual basis, social support services needed to enable mentally retarded adults to become self-sufficient in the community setting. Mental Retardation Coordination provides a coordinator in each district to act as professional secretariat for each district working group. Contact district office.

416-965-6211

Comm Soc Training & Staff Development Br ensures competence of ministry staff through three sub-units. Area Staff Development Offices throughout Ontario maintain liaison with ministry district offices and mental retardation facilities to identify and respond to training needs. Officers also serve related social agencies such as Children's Aid Societies and municipal social services. The Human Resource Unit assesses ministry manpower needs and recommends social welfare training requirements to the Industrial Training Br, Ministry of Colleges and Universities. Program Design Implementation Unit designs and delivers training programs.

416-965-5081

Health Homes for Special Care Program, Psychiatric Hospitals Branch, licenses and inspects Homes for Special Care which provide nursing home and residential home care for former patients of Ontario psychiatric hospitals and mental retardation centres. Contact local psychiatric hospital.

ETARDED

Retarded, see also Retardation, also Mentally Incompetent

416-362-1331
Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive funds in trust for perpetual care of cemeteries.

416-965-1818
Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

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416-965-6231
Comm Soc Mental Retardation Facility Services Division operates facilities, and funds facilities for severely

retarded and multiply handicapped children that are operated by a Board of Directors. Licenses approved homes which work under the supervision of the above government facilities and which handle residents. Residents may also be discharged to Homes for Special Care. Contact district office.

416-965-2663
Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

RETIREMENT

416-965-2376
Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-7695
Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

416-226-2700
Educ Teachers Superannuation Commission provides pensions for

teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

RETRAINING

416-965-7661

Ag & Food Rural Development Br. The Ontario Agricultural Rehabilitation and Development Act (ARDA) established under federal-provincial rural development agreement, serves people in the rural areas through several programs: farm consolidation and enlargement, rural development field services, alternative employment and income opportunities, retraining and rehabilitation assistance. Administers the Industrial Milk Production Incentive Plan, Young Farmers Credit Program, and the Junior Farmers Loan Corporation. Contact regional ARDA office.

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

REVENUE ADMINISTRATIVE SERVICES BR **416-965-2907**
Revenue Administrative Services Br provides the Ministry of Revenue with administrative service functions. For a description of activities, see first entry under administrative services.

REVENUE ASSESSMENT FIELD OPERATIONS BR **416-965-1681**
Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

REVENUE ASSESSMENT STANDARDS BR **416-965-5189**
Revenue Assessment Standards Br. The Ministry of Revenue, under the Assessment Act, assesses the value of real property in Ontario, which assessment local governments use as basis for property taxation. The Assessment Standards Branch: develops, maintains and implements valuation methods; standardizes valuation procedures; provides training of assessment personnel. (Tel. 965-3905). Conducts related technical research (965-3305).

REVENUE AUDIT SERVICES BRANCH **416-965-5275**
Revenue Audit Services Br is responsible for the Ministry's audit function. For a description of the function, see the first entry under audit.

REVENUE COMMUNICATIONS GROUP **416-965-2099**
Revenue Communications Group provides information service concerning programs and policies to the media, the public and internal branches. Prepares informative literature, news releases, speeches, and ministers' statements on request. Participates in development of Ministry bilingual programs. Maintains a newspaper clipping service and manages Ministry advertising. For description of information services function, see first entry under information service.

REVENUE CORPORATIONS TAX BR **416-965-5403**
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and

capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

REVENUE FINANCIAL SERVICES BR **416-965-6606**
Revenue Financial Services Br performs the financial service and accounting functions for the ministry. For a description of activities see first entry under accounting.

REVENUE GASOLINE TAX BR **416-965-6352**
Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

REVENUE GUARANTEED ANNUAL INCOME SYSTEM **416-965-8470**
Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial '0' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

REVENUE LEGAL SERVICES BR **416-965-1264**
Revenue Legal Services Br provides legal services for the Ministry of Revenue. For a description of branch activities, see first entry under legal services.

REVENUE MANAGEMENT SYSTEMS BR **416-965-5891**
Revenue Management Systems Br is responsible for planning and coordinating the systems, procedures and management consulting services to the Ministry. Provides skilled personnel for project teams with other branches, and access

to facilities which meet the needs of the user branch. Ensures adherence to appropriate technical standards including proper documentation, security arrangements for ministry systems and computer programs.

REVENUE ONTARIO TAX CREDIT SYSTEM **416-965-8470**
Revenue Ontario Tax Credit System Information Centre provides multilingual assistance to Ontario residents in completing their Ontario Tax Credit form and claiming their property, sales, pensioner and political contributions tax credits when filing their federal personal income tax forms. The first three credits are available regardless of income tax payable; the last only to those who donated to registered parties, candidates & constituencies. Residents outside Metro Toronto may call the Centre free of charge by dialing 0 and asking for Zenith 8-2000. General inquiries re Federal Tax should be referred to district offices of the Federal Department of National Revenue; in Toronto call 869-1500.

REVENUE PERSONNEL SERVICES BR **416-965-1788**
Revenue Personnel Services Br performs the personnel functions for the Ministry of Revenue. For a description of branch activities, see first entry under personnel.

REVENUE PROV OF ONTARIO SAVINGS OFFICE **416-965-1791**
Revenue Prov of Ontario Savings Office provides general savings bank services to the public in branches throughout the province. The Province of Ontario Savings Office deposits funds in excess of day-to-day requirements with the Consolidated Revenue Fund.

REVENUE RETAIL SALES TAX BR **416-965-5772**
Revenue Retail Sales Tax Br registers vendors and issues vendors permits to them. Regulates the collection of Retail Sales Tax. Collects tax under the Race Tracks Tax Act. Contact District Offices. In Metro Toronto, call 487-7161.

REVENUE REVENUE RESEARCH BR **416-965-2923**
Revenue Revenue Research Br prepares for ministry use only, management information and statistics on tax administration. Undertakes special studies on tax research matters.

REVENUE SHARING COMMITMENT
416-965-3505
TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and

monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

REVENUE SPECIAL INVESTIGATIONS BR **416-965-7767**

Revenue Special Investigations Br investigates cases of deliberate tax evasion and prosecutes such cases as warranted.

REVENUE SUCCESSION DUTY BR **416-965-1700**

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

REVIEW BOARDS

416-965-7285

Health Health Boards Secretariat has three main functions: Advises the Minister of Health on policy formulation, and provides administrative support and coordination for the Minister's functions under the Health Disciplines Act; provides administrative support for the review boards and appeal boards established in legislation under the Minister's jurisdiction; provides liaison with the Governing Board Of Denture Therapists. Under the Health Disciplines Act the Health Disciplines Board of Ontario will hear appeals from the public and the health professions who believe that they were not satisfactorily dealt with by the individual governing bodies for doctors, dentists, optometrists, pharmacists and nursing.

RIDING

416-965-6831

Ontario Election Office serves government ministries and agencies and the public by providing information relating to legislation and procedures for votes taken at a General Election or By-Election under the Ontario Election Act, and plebiscites under the Liquor Licence Act. To find out name, telephone number and contact address of the Member of Provincial Parliament (MPP) in one's electoral riding, phone the Election Office. Historical information on previous elections, Legislatures and Cabinets also available. The Ontario Election Office is part of the Legislative Assembly Office.

RIDING TRAILS

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

RIGHTS-OF-WAY

416-248-3665

TR & Comm Maintenance Br develops and implements standards, policies and procedures for maintenance of roads and highways, including landscape, structures and electrical devices on highway rights-of-way. Monitors maintenance operations to ensure compliance with standards. Prepares and controls annual maintenance budget, including day labour construction. Prepares landscape design and design for electrical traffic control devices. Prepares policy and administers permits for signs and buildings on highway rights-of-way. Manages fleet of vehicles and equipment for the Ministry, and guides garage personnel on fleet management.

RIVER BASINS

River Basins, see Basins

RIVERS

Rivers, see also Lakes, Streams, Watersheds, Water

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up

and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

ROADS

Roads, see also Highways

416-248-3661

TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3665

TR & Comm Maintenance Br develops and implements standards, policies and procedures for maintenance of roads and highways, including landscape, structures and electrical devices on highway rights-of-way. Monitors maintenance operations to ensure compliance with standards. Prepares and controls annual maintenance budget, including day labour construction. Prepares landscape design and design for electrical traffic control devices. Prepares policy and administers permits for signs and buildings on highway rights-of-way. Manages fleet of vehicles and equipment for the Ministry, and guides garage personnel on fleet management.

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

416-248-3501
TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

416-248-3715
TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance; develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

OCK

416-965-1337
Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario Research Foundation.

OYAL BOTANICAL GARDENS

416-527-1158
Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal

Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

ROYAL CANADIAN LEGION

416-965-4891

Comm Soc Soldiers Aid Commission provides emergency welfare assistance to eligible war veterans and/or dependents who are in need. Administers trust funds accruing from bequests. Contact Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

ROYAL ONTARIO MUSEUM

416-965-6256

Cult & Rec Festival Ontario will coordinate exhibits from major cultural institutions (e.g.: Art Gallery of Ontario, Royal Ontario Museum, Ontario Science Centre, Ontario Educational Communications Authority, Ontario Arts Council, Archives of Ontario, etc.) and make these available free of charge to communities to augment festivals or special events. Festival Ontario does not organize festivals. Assists at the request of communities. Contact regional offices or main office.

416-928-3690

Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

RURAL & NATIVE HOUSING PROGRAM

416-965-9656

Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in

rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

AFETY

416-965-4061
Health Inspection Br X-Ray Inspection Service administers the regulation respecting X-Ray safety by registering owners of equipment designed to produce X-Rays, approving plans for permanent locations and making safety inspections of such. Provisions of the regulation also apply to the healing arts as well as certain areas in industry and research. Acts as information or referral agency for questions about the use of radioactive material.

416-965-7161
Labour Construction Safety Br is concerned with the safety of employees on construction of buildings and on streets, sewers, watermains, underground work and work under compressed air. The branch sets and ensures safety standards in the province and provides educational, consultative and research services on construction safety. Contact regional office.

416-965-4125
Labour Industrial Safety Br encourages prevention of accidents in Ontario industry, including the logging industry, by inspecting operations, issuing corrective directions, and ensuring the elimination of hazards and the provision of necessary protective devices and safety clothing. The Engineering Section (Tel: 965-4131) certifies drawings of industrial establishments before construction. Contact regional office.

416-965-6101
Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

416-965-6111
Labour Labour Safety Council advises the Minister of Labour on matters involving the safety of workers. Maintains an extensive safety information service on applied safety research, national and international standards, safety techniques and safety legislation in North America. Provides information on request.

416-965-1828
Labour Labour Services Division activities are directed towards the safeguarding of equitable terms and conditions of employment and ensuring worker safety at the place of employment. Within the division, the Employment Standards Branch, Employment Adjustment Service, Construction Safety and Industrial Safety branches administer and enforce legislation and conduct programs concerned with these areas. Functions of these branches are described separately. See Labour & Branch Name.

416-965-1328
Nat Res Mines Engineering Br reviews, advises and approves pre-development plans of new mining and metallurgical companies in compliance with Ontario Government legislation protecting the health and safety of employees. Ensures that the operations of mines and plants are carried out in a safe and orderly way. Investigates accidents and complaints. Trains mine rescue personnel. Tests hoist cables and elevating devices. Contact Main Office or regional offices.

416-592-5111
Ontario Hydro supplies electricity to the people of Ontario indirectly through 353 associated municipal utilities, and directly to more than 700,000 rural customers. The Ontario Hydro Electrical Inspection Program (Tel. 592-3721) provides technical guidance to consultants, contractors, architects, manufacturers and customers on problems concerning installation of electrical equipment and adherence to the Electrical Safety Code Book. Its Rural Electrical Service and Billing Inquiry Program (Tel. 592-3721) answers inquiries on service policy and practices from rural clientele. Ontario Hydro reports to the Legislature through the Ministry of Energy.

416-965-4871
Sol Gen Office of the Fire Marshall: assists municipalities in establishing, improving and training personnel for municipal fire departments; promotes public awareness of fire safety; prepares specifications for fire apparatus and equipment; conducts municipal fire protection surveys and fire department promotion examinations; approves plans for various types of public buildings as well as hotels; administers the Lightning Rods Act; investigates causes of incendiary, large loss and fatal fires and gaseous explosions. The Office promotes a public safety program; publishes fire loss statistics and technical, legal, instructional and fire prevention literature. Film library available. Advisory fire service and investigation service provided from Toronto and district offices. Contact local

fire department re: fire fighting and prevention.

416-965-4474
Sol Gen OPP Community Services Br administers safety and crime prevention programs. Provides public relations and information service for the Ontario Provincial Police force. To contact Complaints Bureau, call 965-1614.

416-965-6663
TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-965-2162
TR & Comm Licensing & Control Div Safety Standards & Practices Br develops inspection procedures and rejection criteria & mechanical fitness standards for vehicles in use and used vehicles offered for resale. Develops safety standards for new vehicle and vehicle components, and manages vehicle component approval program. Acts as automotive engineering consultant for the Ministry of Transportation and Communications and at times for the Ministry of Industry and Tourism. Investigates heavy commercial vehicle collisions to find out means of improving vehicle design, maintenance and inspection. Develops legislation and regulations relating to vehicle and vehicle component design, and vehicle inspection.

416-248-3501
TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

416-248-3938
TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

416-248-3991
TR & Comm Systems Research Motor Vehicle Systems Research. The Systems Research & Development Br conducts research on traffic management systems (e.g. computerized municipal and freeway traffic control), vehicle dynamics (e.g. braking and handling of cars and commercial vehicles), and motor vehicle operations and equipment (e.g. fuel economy, vehicle safety).

SAINTE MARIE AMONG THE HURONS

705-526-7838
Cult & Rec Huronia Historical Parks. The Ministry of Culture and Recreation operates and maintains historical attractions at Midland (Sainte Marie Among the Hurons) and Penetang (Historic, Naval and Military establishments). Ste. Marie Among the Hurons has been reconstructed on its original site and is open to the public as an historical exhibit. The Naval and Military Establishments have been restored and partially reconstructed, and are open to the public as an historical attraction. Both parks are maintained and operated to promote an appreciation of the Indian, French and British themes in the history of the Huronia area through public visitation. Both sites have interpretive and demonstration programs and are staffed by interpretive and maintenance staff. Contact Huronia Historical Parks, Midland, Ontario (Tel. 705 526-7838).

SALARY

Salary, see Wages

SALESMEN

Salesmen, see also Itinerant Sellers

416-965-4728
CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair

business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-3025
CCR Motor Vehicle Dealers Br registers dealers and salesmen of new and used motor vehicles. Investigates complaints received in writing concerning transactions relating to the purchase and sale of motor vehicles. Contact Queen's Park or Regional Office.

416-965-6550
CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

416-965-2504
CCR Real Estate And Business Brokers Act ensures protection of Ontario consumers through registration of real estate and business brokers and salesmen. Before foreign land can be sold in Ontario, sellers must provide prospective buyers with accurate description of property and terms of sale. Description is checked for accuracy by inspectors. Contact Queen's Park or regional office.

416-965-4247
CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

SALMONELLOSIS

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

SAND

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

416-965-1337

Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario Research Foundation.

SARNIA-LAMBTON

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects,

965-2296.

SCHOLARSHIPS

416-965-2609

Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

SCHOOL BOARDS

416-965-3155

Educ Languages of Instruction Commission of Ontario was established to help resolve disputes between school boards and parents over the provision of education programs in the language of a minority group, French or English as the case may be.

416-965-5427

Educ Legislation Br, besides its internal service to the Ministry of Education, provides information service and advice to school boards, municipalities, teachers and the public about education legislation that affects their rights, duties and responsibilities. Branch can also be reached at these Toronto numbers: 965-5428, 965-4556, 965-2621 and 965-2060. For a description of the internal service function, see first entry under legal services.

416-965-2666

Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

416-965-2947

Educ School Business & Finance Br sets standards for, advises on, and supervises audits of school boards. Determines how

provincial grants to local boards will be distributed. Provides architectural advice to all boards and to ministry on building needs, for construction of elementary and secondary schools.

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

SCHOOL BUS

School Bus, see Bus

SCHOOL TWINNING

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership

Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

SCHOOLS

416-965-2720
Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-484-2600
Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

416-965-2190
Educ Council On French Language Schools ensures the continuing development of education for French-speaking students in Ontario. The Council advises the Minister of Education and his Deputy on all matters pertaining to French language schools.

416-965-5982
Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of newly approved textbooks to schools and stimulation of the

development of new learning materials.

416-965-6789
Educ Curriculum Services Br is the initiating, coordinating and integrating unit for curriculum input to the ministry and for implementation of curriculum policies. Promotes community use of schools. Administers summer courses for teachers (phone: 965-2686).

416-965-2609
Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

416-965-2947
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416-965-2663
Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-2228
Educ Supervisory Services Br serves as a main channel of communication between the Ministry and private, correctional

and Department of National Defence schools, organizations of teachers, principals, trustees and school officials. Administers the examination of candidates for supervisory officers certificates. Advises on all aspects of school administration. The office of the Provincial School Attendance Counsellor is located at this branch. Contact regional office.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

SCHOOLS OF ANATOMY

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and

unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

SCROLLS

416-965-5733

Govt Serv Protocol Services Scrolls Section prepares congratulatory scrolls for Ontario citizens on the request of their Member of Provincial Parliament, to acknowledge 90th and succeeding birthdays, 50th and succeeding wedding anniversaries, or other significant accomplishments of individuals, municipalities and other organizations. See also Govt Serv Protocol Services Protocol Section, also Recording Office.

SEARCH AND RESCUE

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

SEAT BELT

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

SECRETARIAT FOR JUSTICE **416-965-2830**

Secretariat for Justice provides analytical research support to assist the Cabinet Committee for the Justice Policy Field in coordinating and developing policy. The Justice Committee of Cabinet is comprised of the Attorney General, the Minister of Consumer & Commercial Relations, the Minister of Correctional Services and the Solicitor General. The Chairman is the Provincial Secretary for Justice.

SECRETARIAT FOR RESOURCES DEVELOPMENT **416-965-3845**

Secretariat for Resources Development provides analytical research support to assist the Cabinet Committee for the Resources Development policy field in coordinating and

developing policy. The Resources Committee of Cabinet is comprised of the Minister of Agriculture & Food, Minister of Energy, Minister of the Environment, Minister of Industry & Tourism, Minister of Labour, Minister of Natural Resources and Minister of Transportation & Communications. The Provincial Secretary for Resources Development is Chairman.

SECRETARIAT FOR SOCIAL DEVELOPMENT **416-965-5190**

Secretariat for Social Development provides analytical and research support to assist the Provincial Secretary for Social Development and the Cabinet Committee on Social Development in the coordination and development of policy. The Social Development Committee of Cabinet is comprised of the Minister of Colleges & Universities, Minister of Community and Social Services, Minister of Culture & Recreation, Minister of Education and Minister of Health.

SECURITIES

416-965-5431

CCR Companies Services Br Records Section deals with searches of corporations, files, certificates of corporation status, registration of corporation business names and securities (mortgages, bonds, debentures). Also deals with copies of corporation documents.

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

SECURITY DEPOSITS

416-965-6691

TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

SECURITY GUARDS

416-965-5814

Sol Gen OPP Registrar of Private Investigators & Security Guards investigates and approves the licensing of agencies that provide the services of private investigators and security guards. Licenses agency employees to act as private investigators or security guards.

416-965-8111

Sol Gen OPP Security Br provides police security for top government officials and for important visitors to Ontario. Provides a uniform security guards service which performs physical security duties and maintains public order in Ontario Government buildings. Contact Queen's Park Main Office Operations, 965-2549. Provides protection from subversive elements in maintenance of public order. Has expertise on all aspects of physical security.

SENIOR CITIZENS

416-965-7695

Comm Soc Senior Citizens Br and Office on Aging, in cooperation with municipalities, public and private groups, develops policy on, and operates local residential care and social services for, senior citizens. Assists in community outreach programs, e.g. meals-on-wheels, day care, vacation care, transportation pilot projects. Other programs include: operating grants for Elderly Persons Centres, and senior volunteers. Helps people in retirement planning. Conducts Long-Term Study on Aging (LSA) (phone 965-5103). Provides grants for aging research and facilities, including the J. W. Crane Memorial Library of Geriatrics and Gerontology, phone 367-8867. Contact district office.

416-965-2363

Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-5727

Cult & Rec Ontario Heritage Foundation Trusts Program solicits gifts of historic buildings, parkland and other cultural properties. Many of the buildings are restored and serve the community as museums and senior citizens centres. The Trusts Program is coordinated for the Ontario Heritage Foundation by Cult & Rec Heritage Trusts Branch, (Tel: 965-5727). The Foundation is also involved in building

conservation and the erection of historical plaques. Grants for this purpose can be obtained from Cult & Rec Heritage Admin Branch (Tel: 965-4021). Advises the Minister on archaeological matters such as issuance of licences and designation of sites.

416-928-3690
Cult & Rec Royal Ontario Museum, incorporating the McLaughlin Planetarium, is the largest of Canada's public museums and a major research institution with excellent collections in twenty different departments. Also involved in travelling exhibitions, museumobiles, lecture series, film library and archives, Senior Citizens Club, Explorer's Club and Saturday Morning Club for children. The Royal Ontario Museum (ROM) is located at 100 Queen's Park Cres. in Toronto.

416-965-2625
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-5884
Health Health Promotion Br Nutrition Consultants provide consultation to health agencies on nutrition, food budgeting, meal planning, obesity control, dental and prenatal care and care for senior citizens. See also other sections in Health Health Promotion Br described separately.

416-965-8177
Health Health Promotion Br The Elderly. Consultant for the elderly advises health agencies on preventive health care for the older adult or senior citizens in the community. See also other sections in Health Health Promotion Br described separately.

416-965-9337

Health Ontario Drug Benefit Program, established in Sept. 1974, now provides prescribed drugs free of charge to senior citizens (65 yrs. or older) who have resided in Ontario for the past 12 months. In addition, persons receiving Family Benefits Act (FBA) assistance are eligible, as well as those receiving vocational rehabilitation assistance, Homes for Special Care and Extended Care benefits, and special insulin assistance. The Ontario Senior Citizens' Privilege Card entitles eligible patients to the drug benefit. Federal Old Age Security (OAS) pensioners automatically get this card, but those over 65 who are not OAS pensioners must apply. Application forms available at most pharmacies, or by writing to: Ministry of Health, Drug Benefit, Queen's Park, Toronto M7A 2S3. FBA (includes the blind & disabled) & other recipients are issued monthly drug benefit cards. To be approved, drugs must be listed in the Drug Benefit Formulary which provides quality and cost control; prescribed by a doctor or a dentist; and obtained in Ontario.

416-965-9046

Housing Community Sponsored Housing Br provides additional assistance to non-profit housing corporations (e.g. community, church, labour or service club groups) for housing low and moderate-income persons. Assistance is also extended to special groups such as senior citizens and the handicapped.

416-965-9640

Housing OHC Assisted Housing Production Br is responsible for the development of rent-geared-to-income projects for low-income families and senior citizens (60 years and over) in response to municipal resolutions requesting such accommodation. Applicants must contact local housing authorities, housing manager, or Municipal Clerk. In Metro Toronto, contact Housing Registry, (965-9915). This branch handles conventional projects only. For other low-income housing programs, see Housing Supplementary Programs & Special Projects Br.

416-965-9724

Housing OHC Community Relations Br acts as a resource to community relations workers in the field to assist with social problems, as well as recreation for families and senior citizens in Ontario Housing Corporation (OHC) accommodation. Also works to help residents integrate in the community.

416-965-9656
Housing OHC Supplementary Programs B. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Community Centres Development (965-9656), where Ontario Housing Corporation (OHC) sometimes builds Community Centres on OHC sites in conjunction with municipalities; Mohawk Gardens Redevelopment (965-9646) which administers proposed redevelopment of the Mohawk Gardens area in Hamilton; Elderly Persons Housing Aid Act (965-9656) which provides grants to non-profit limited dividend groups to construct housing for senior citizens; Rural & Native Housing Program (965-9656) which provides rent-geared-to-income housing, mostly to native peoples, in rural and remote areas in Ontario. Apply to Supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Programs A.

416-965-9868
Housing OHC Tenant Placement Br accepts and processes applications for rent-geared-to-income housing within Metropolitan Toronto. Applications accepted in person or by mail addressed to Housing Registry, Ontario Housing Corporation, 101 Bloor St., W., Toronto (Tel. 965-9915). Applicants must have 12 months residency within Metro Toronto in the past 5 years. Rent-geared- to-income program provides accommodation for families but will consider senior citizens and persons with permanent disability. Housing is offered to families in greatest need when vacancies occur.

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-2324
Ontario Advisory Council on Senior Citizens consists of seventeen appointed members (by Order in Council) who are regional representatives of major areas in Ontario. Requirement for membership is previous experience in the field of gerontology. Council's role is to advise government on ways to improve the quality of life of senior citizens. General meetings of all council members are held regularly. The Council reports to the Secretariat for Social Development

and does not deal directly with the public. Inquiries pertaining to senior citizens should be referred to the appropriate ministry.

416-965-8470

Revenue Guaranteed Annual Income System (GAINS) Program was introduced in July, 1974, to ensure that senior citizens age 65 and over who have lived in Canada for 5 years, with the last year in Ontario, receive a guaranteed annual income. A multilingual Information Centre on the GAINS program for senior citizens can be reached by phone. Those living outside the toll free area, dial 'O' and ask for Zenith 8-2000. Another aspect of the Guaranteed Annual Income System program is the income guarantee to the blind and disabled Ontario residents under 65. Administered by the Ministry of Community & Social Services, information is available from the Provincial Benefits Branch, 965-2648, or from the Ministry area & district offices. All beneficiaries of the GAINS program, and all eligible senior citizens in Ontario, are entitled to the Drug Benefit Program, which is administered by the Ministry of Health. See Health Ontario Drug Benefit Program.

SEPTIC TANKS

416-965-6967

Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

SEVERANCE

416-965-9562
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-5506
Housing Subdivisions Br implements Ministry program designed to provide adequate housing within a sound planning framework. The province is responsible for approving plans of subdivisions and condominiums across Ontario (except where approval power has been delegated to a regional municipality), and land severance applications in most of Northern Ontario. The branch ensures that these decisions conform to local, provincial and federal policies. Reviews decisions by local Committees of Adjustment and Land Division Committees on land severance applications.

SEWAGE

Sewage, see also Waste

416-965-2531
Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-2531
Env Environmental Hearing Board holds public hearings with respect to the establishment of sewage works or waste disposal sites in municipalities or the extension of existing facilities from one municipality to another.

416-965-6971
Env Pollution Control Br as a whole plans and develops policies, programs, standards, guidelines and legislation to control emission of pollutants; coordinates and conducts applied research in the areas of water supply, and sewage and waste-water treatment, and provides technical support in

these areas. The Pollution Control Branch has several sections which are described separately. Contact regional office for specific questions.

416-965-6967

Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-1491

Env Technical Services Br ensures that construction of sewage and water treatment facilities meet ministry requirements by reviewing designs and providing equipment performance analysis and maintenance information. Operates marine deep water sampling fleet. Provides technical training of

ministry and municipalities' treatment plant operators. Provides cartographic and drafting service to the ministry and Ontario municipalities.

SHARED COST

Shared Cost, see Federal-Provincial, and Municipalities

SHELTERED WORKSHOPS

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

SHERIFFS

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-965-9417

Att Gen Management Information System Br, Courts Administration Program, provides information on the activities of courts in Ontario to Ministry staff and interested groups. Collects data through manual and computerized systems. The manual system collects aggregate information on activity in the Sheriffs Offices in the Supreme, County, Surrogate and Provincial Courts. The computerized system is a case flow system for criminal cases.

SILVICULTURE

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

SIMCOE

416-965-2673

Cult & Rec Simcoe Memorial Foundation is responsible for the upkeep of Wolford Chapel in Devon, England, where Ontario's first Lieutenant Governor, John Graves Simcoe and his wife are buried. The Foundation is also engaged in projects to make better known Simcoe's life and works.

SIMCOE-GEORGIAN

416-965-5451

TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

SKI

416-965-4150

CCR Elevating Devices Br inspects elevating devices, including ski installations, aerial tramways, golf incline lifts, escalators and moving walks and issues licences for their operation. Approves drawings of new installations and

major alterations. Investigates accidents and complaints of unsafe conditions or improper use of these devices.

416-965-4008

Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

SLAUGHTERING PLANTS

416-965-5841

Ag & Food Veterinary Serv Br Meat Inspection Section issues licences and inspects slaughtering plants except those registered under the Meat Inspection Act (Canada), and those engaged solely in slaughtering animals exempted by regulations under the Act.

SMALL BUSINESS

Small Business, see Business

SMALL CLAIMS

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and

Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-965-5591
Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

SMOKING

416-965-4334
Health Health Promotion Br Health Education Consultants provide information on programs in accidents prevention, smoking and health, physical fitness. See also other sections in Health Health Promotion Br described separately.

SNAKE

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094
Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends. Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

416-965-7883
Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences,

fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

SNOWMOBILES

416-248-3501

TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

416-965-1226

TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

SOCIAL AGENCIES

Comm Soc Area and District Offices throughout Ontario deliver the Ministry's programs to the community. Executive Directors in five area offices provide broad coordination and deliver those programs that cannot be made available at every District Office. Twenty District Offices are responsible for the delivery of such programs as Family Benefits, Vocational Rehabilitation, Day Nurseries, etc. District Offices are involved with local social planning, and work closely with social agencies in the community and with other ministries and other levels of government. Contact area or district offices.

416-965-1818

Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-7825

Comm Soc Communications Br is the information service for the Ministry of Community and Social Services. For a description of activities, see first entry under information service. Also provides assistance (e.g. consultation, publications, films, slide, displays, etc.) to municipalities and social agencies to explain social service programs.

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-5137

Comm Soc Review and Consolidation Unit assists municipalities that wish to consolidate their social services. The Unit uses homemakers and nursing services from private social agencies, which are made available to those in need in the municipality.

416-965-6211

Comm Soc Training & Staff Development Br ensures competence of ministry staff through three sub-units. Area Staff Development Offices throughout Ontario maintain liaison with ministry district offices and mental retardation facilities to identify and respond to training needs. Officers also serve related social agencies such as Children's Aid

Societies and municipal social services. The Human Resource Unit assesses ministry manpower needs and recommends social welfare training requirements to the Industrial Training Br, Ministry of Colleges and Universities. Program Design Implementation Unit designs and delivers training programs.

SOCIAL WORKERS

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-8070

Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring about changes.

SOILS

416-965-1241

Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas.

Contact regional office.

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-248-3661

TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3684

TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction and maintenance of highways and structures. Provides same services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

SOL GEN CENTRE OF FORENSIC SCIENCES **416-965-2561**

Sol Gen Centre of Forensic Sciences prepares legally admissable evidence for law enforcement officers, attorneys, coroners, etc., by means of scientific examination of physical objects and materials. Provides educational programs and materials for persons and agencies using forensic science services.

SOL GEN CHIEF CORONER'S OFFICE **416-965-6678**

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases;

supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

SOL GEN FINANCIAL SERVICES BR **416-965-4425**
Sol Gen Financial Services Br supplies the Ministry with financial services. For a description of functions, see first entries under financial management and accounting.

SOL GEN FORENSIC PATHOLOGY BR **416-965-1554**
Sol Gen Forensic Pathology Br assists in determining the cause of deaths in unusual circumstances and in unveiling concealed homicides through autopsies & biological and other techniques of forensic science. Supervises regional pathologists. Supports pathologists' and law enforcement officers' continuing education in legal medicine and sudden death investigations.

SOL GEN INTERNAL AUDITOR **416-965-5020**
Sol Gen Internal Auditor is responsible for the Ministry's internal audit function. For a description of activities, see first entry under audit.

SOL GEN LEGAL SERVICES **416-965-3440**
Sol Gen Legal Services provides legal services for the Ministry. For a description of functions, see first entry under legal services.

SOL GEN MINISTRY SECRETARIAT **416-965-2049**
Sol Gen Ministry Secretariat provides staff support to the Minister and Deputy Minister in policy development, planning, budget preparation, communications and the application of modern management techniques. The Ministry of the Solicitor General's overall goal is to contribute to the protection and security of society by the enforcement of the law, the maintenance of peace and order and the protection of persons and property while ensuring individual freedom and rights. The information service function for the Ministry is performed by the Communications Policy Advisor (965-2048). See first entry under information service for a description of activities.

SOL GEN OFFICE OF THE FIRE MARSHALL **416-965-4871**
Sol Gen Office of the Fire Marshall: assists municipalities in establishing, improving and training personnel for municipal fire departments; promotes public awareness of fire

safety; prepares specifications for fire apparatus and equipment; conducts municipal fire protection surveys and fire department promotion examinations; approves plans for various types of public buildings as well as hotels; administers the Lightning Rods Act; investigates causes of incendiary, large loss and fatal fires and gaseous explosions. The Office promotes a public safety program; publishes fire loss statistics and technical, legal, instructional and fire prevention literature. Film library available. Advisory fire service and investigation service provided from Toronto and district offices. Contact local fire department re: fire fighting and prevention.

SOL GEN ONT POLICE COMMISSION TECHNICAL SERVICES 416-965-3281
Sol Gen Ont Police Commission Technical Services Br provides technological support and advice for all accredited police forces in ontario. Program Development Section is involved in Computer Assisted Dispatch & Records Entry (CADRE) and technological projects. Communications Services assists in upgrading communications facilities for Integrated Radio Support Program. Operational Support Services assists forces in operation of support systems such as Canadian Police Information Centre (CPIC).

SOL GEN ONTARIO POLICE COMMISSION 416-965-6071
Sol Gen Ontario Police Commission ensures adequate Ontario policing by organizing, training and encouraging use of modern technology and cooperation among police in all municipalities for efficient law enforcement. Advises on organization of police in regional governments. Coordinates police communications and info systems (CPIC - Canadian Police Information Centre). Analyzes and disseminates criminal intelligence information (CISO - Criminal Intelligence Service, Ont.). Ontario Police Commission trains all levels of police personnel at Ontario Police College, Aylmer, Ontario.

SOL GEN OPP
Sol Gen OPP (Ontario Provincial Police) provides police services on a province-wide basis, and is responsible for: providing information and specialized assistance in criminal investigations to municipal forces; the regulation of private security organizations; and the control of firearms. For descriptions of OPP branches, see individual branches listed under Sol Gen OPP.

SOL GEN OPP ANTI-RACKETS BR 416-965-8117
Sol Gen OPP Anti-Rackets Br provides assistance to all police forces and government agencies in Ontario on investigations relating to white collar crime, counterfeiting and forgery.

To contact Counterfeit & Forgery Section, call 965-1883.

OL GEN OPP AUTO THEFT BR **416-965-8049**
Sol Gen OPP Auto Theft Br provides assistance to all police forces on investigations of organized vehicle theft rings and the identification of suspect vehicles.

OL GEN OPP AUXILIARY POLICE BR **416-965-4400**
Sol Gen OPP Auxiliary Police Br consists of volunteer auxiliary police who report to regular detachments and assist with regular police duties. Apply at local OPP detachment. Requirements to become a member of the OPP auxiliary are exactly the same as those of the regular force.

OL GEN OPP CAREER MANAGEMENT BR **416-965-4468**
Sol Gen OPP Career Management Br recruits and retains competent uniformed staff for employment in the Ontario Provincial Police.

OL GEN OPP CENTRAL RECORDS & COMMUNICATIONS BR **416-965-4456**
Sol Gen OPP Central Records & Communications Br maintains a central police records centre, the Ontario Provincial Police (OPP) teletype network, and Canadian Police Information Centre (CPIC) computer terminals at OPP installations. The branch provides management information; also disseminates information relating to criminal activities, suspended Ontario drivers, and vehicle registration data to law enforcement agencies.

OL GEN OPP COMMUNITY SERVICES BR **416-965-4474**
Sol Gen OPP Community Services Br administers safety and crime prevention programs. Provides public relations and information service for the Ontario Provincial Police force. To contact Complaints Bureau, call 965-1614.

OL GEN OPP CRIMINAL INVESTIGATION BR **416-965-8105**
Sol Gen OPP Criminal Investigation Br provides assistance to all police forces in Ontario, and to other Ontario Government Agencies, in the investigation of serious criminal activities.

OL GEN OPP FIELD DIVISION **416-965-4361**
Sol Gen OPP Field Division controls the operation of nearly 195 detachments and 17 district headquarters. It ensures that proper policing services and skilled experts are available in OPP policed areas.

OL GEN OPP INDIAN & MUNICIPAL POLICING SERVICES **416-965-4308**
Sol Gen OPP Indian & Municipal Policing Services Br is responsible for Indian reserve policing in the Province of

Ontario. Programs include the appointments of special constables at the request of Indian Band Councils to police their particular reserves. The OPP administers the training, salary and equipment of the special constables through the provisions of the federal-provincial cost-sharing agreement. Municipal policing involves the drawing up of contracts with municipalities which have opted for policing by OPP rather than maintain their own force, and other related matters. Also provides flying patrols in the northwestern & eastern portions of the province. Police aircraft visit isolated Indian communities on a regular basis.

SOL GEN OPP INTELLIGENCE BR **416-965-8108**
Sol Gen OPP Intelligence Br collects and disseminates police information relating to organized crime.

SOL GEN OPP MANPOWER ADMINISTRATION BR **416-965-8120**
Sol Gen OPP Manpower Administration Br provides the Ontario Provincial Police with support service pertaining to qualitative and quantitative manpower needs. Administers: bilingual capabilities program; personnel files & personnel inventory system; civilian complement control.

SOL GEN OPP PLANNING AND RESEARCH BR **416-965-2542**
Sol Gen OPP Planning and Research Br provides consulting services to the Ontario Provincial Police (OPP) and other related ministry agencies. Develops policies, procedures and organizational methods, including Special Projects, Systems Development & Programming, Data Processing & Statistical Analysis.

SOL GEN OPP PROPERTIES BR **416-965-3931**
Sol Gen OPP Properties Br provides coordinating services to all agencies within the Ministry for buildings, properties, leasing, parking and telephone requirements.

SOL GEN OPP QUARTERMASTER STORES BR **416-965-4485**
Sol Gen OPP quartermaster Stores Br is responsible for stocking and distributing all items of uniform, equipment, stationery and office supply needs. Maintains a repository of weapons, seized by police forces, which have been cleared for disposal.

SOL GEN OPP REGISTRAR OF FIREARMS **416-965-4488**
Sol Gen OPP Registrar of firearms approves issuing of permits to register and carry firearms in Ontario as outlined in the Criminal Code (Canada). Maintains a central registry of all Ontario's registered firearms.

SOL GEN OPP REGISTRAR OF PRIVATE INVESTIGATORS 416-965-5814
Sol Gen OPP Registrar of Private Investigators & Security Guards investigates and approves the licensing of agencies that provide the services of private investigators and security guards. Licenses agency employees to act as private investigators or security guards.

SOL GEN OPP SECURITY BR 416-965-8111
Sol Gen OPP Security Br provides police security for top government officials and for important visitors to Ontario. Provides a uniform security guards service which performs physical security duties and maintains public order in Ontario Government buildings. Contact Queen's Park Main Office Operations, 965-2549. Provides protection from subversive elements in maintenance of public order. Has expertise on all aspects of physical security.

SOL GEN OPP SPECIAL INVESTIGATION BR 416-965-8114
Sol Gen OPP Special Investigation Br provides assistance to crown attorneys and law enforcement agencies including Chiefs of Police and other government agencies which deal with liquor licensing, liquor laws infractions, gambling, and suppression of illegal drugs.

SOL GEN OPP STAFF RELATIONS BR 416-965-8406
Sol Gen OPP Staff Relations Br deals with employees and family survivors of employees. Provides services which include labour relations; counselling employees with medical and emotional problems; alcoholic rehabilitation. Liaises with the ministry regarding negotiations with Ontario Public Service Employees Union (OPSEU) and the application of the Public Service Act.

SOL GEN OPP TRAFFIC DIVISION 416-965-4405
Sol Gen OPP Traffic Division enforces vehicle traffic laws, investigates complaints about all aspects of traffic, and analyzes collisions of vehicles to determine how to make highways safer.

SOL GEN OPP TRAINING BR 416-965-5421
Sol Gen OPP Training Br provides police training courses for force members at all levels including motorcycle, marine, search & rescue, canine training & diver training. Coordinates the attendance of members at training courses conducted by other agencies.

SOL GEN OPP TRANSPORT BR 416-965-4477
Sol Gen OPP Transport Br provides and maintains the mobile equipment to meet Ontario Provincial Police (OPP) transportation needs. Also provides office services,

operational support and direction, and financial and personnel management support.

SOL GEN PERSONNEL SERVICES BR **416-965-6784**
Sol Gen Personnel Services Br performs the personnel functions for the ministry with the exception of OPP uniform recruitment, uniform staff development and uniform staff relations with the Ontario Provincial Police Association (OPPA). For a description of branch activities, see first entry under Personnel.

SOLE PROPRIETORSHIPS
Sole Proprietorships, see Proprietorships

SOLID WASTE
Solid Waste, see Waste

SPECIAL OCCASION PERMITS
416-965-4654
CCR Liquor licence Board Of Ontario (LLBO) issues, renews, transfers, suspends and revokes liquor licences for on-premise sale and consumption of alcohol, including special occasion permits. The Liquor Licence Board also regulates advertising for licensed establishments. For general information, phone 965-4654; transfers, 965-4691; special occasion permits, 965-4675; advertising, 965-3450.

SPECIAL PURPOSE BODIES
416-965-6934
TE & IA Local Government Organization Br advises the Government on provincial policy for local government functions and organization, including local government reform, based on local needs. Conducts the County Restructuring Studies Program (CRSP). Reviews division of local and provincial functions. Reviews role and organization of municipal councils, and suitability of Special Purpose Bodies. Reviews all legislation and Ontario Municipal Board decisions affecting municipalities.

SPEECH PATHOLOGISTS
Speech Pathologists, see also Speech Therapy

416-965-8070
Health Allied Health Programs Br is a pool of professional health consultants who advise hospitals, health councils and government sectors about personal health services provided by physiotherapists, occupational therapists, psychologists, speech pathologists and audiologists, social workers, other rehabilitation personnel, and other health disciplines. Develops policies and programs to ensure effective service in

these disciplines; determines how these services are to be provided provincially, regionally and locally; and works with other agencies of the Ministry and the health sector to bring about changes.

PEECH THERAPY

Speech Therapy, see also Speech Pathologists

416-423-4240

Health Ontario Cancer Treatment and Research Foundation conducts regional treatment centres where treatment of cancer by radiotherapy and chemotherapy is given to patients referred by their doctors. Rehabilitation services are also provided for patients needing speech therapy or prosthetic devices. Grants are awarded for cancer research, and medical graduates are encouraged to work on cancer treatment. Contact regional offices of the Ontario Cancer Treatment and Research Foundation.

PEED LIMITS

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

PIRITS

Spirits, see Liquor

PORT ONTARIO

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer & Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches,

etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

SPORTS

416-965-6491

Corr Serv Health Care Services Div coordinates recreation and sports, social work, medical, dental, psychiatry and psychology treatment and chaplains programs for inmates in provincial correctional institutions. Sets and maintains diet and food preparation standards for these institutions and provides special diets for inmates, adults or juveniles when recommended by a doctor or clergyman.

416-965-5399

Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-923-1126

Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-965-4173

Cult & Rec Office Of Athletics Commissioner encourages amateur sport by donating equipment to minor sports groups and giving awards to winners of Ontario championships. The Athletics Commissioner supervises amateur and professional boxing and professional wrestling. Licenses professional boxers and wrestlers.

416-961-6262

Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds

from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

416-844-8171

Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-6546

Cult & Rec Sports Services Br encourages participation in physical activities for enjoyment. Promotes competition in multi-sports games (e.g. regional & provincial Ontario Summer

& Winter Games). Provides administrative, consultative and limited financial assistance (grants) to provincial sport governing bodies. Sport Ontario, a private organization that provides accommodation and administrative services for these governing bodies, is also funded by this Ministry. Sports Awards Program honours accomplishments made by Ontario athletes and citizens in amateur sport. Coaching Development Program (Tel. 965-6311) improves the calibre of leadership available to amateur sport. Ontario Sports Travelcade (Tel. 965-6311) takes sports and fitness resources around Ontario to help raise the level of expertise among athletes, coaches, etc. The branch encourages physical fitness in individuals by working with community groups, municipalities and industries in the development of fitness programs (965-0612). See also Cult & Rec Office of Athletics Commissioner.

ST CLAIR PARKWAY COMMISSION

519-862-1035

Nat Res St Clair Parkway Commission in Corunna is responsible for the establishment of a parkway along the St. Clair River from Point Edward, on Lake Huron, to Mitchell's Bay, on Lake St. Clair. The St Clair Parkway Commission is a joint program of parks and recreation development by the Province of Ontario, County of Lambton, County of Kent, City of Chatham and the City of Sarnia.

ST LAWRENCE PARKS COMMISSION

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

STAFF RELATIONS

416-965-2002

Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

STATISTICS

416-965-1064

Ag & Food Economics Br undertakes research into economic aspects of agriculture, including production, marketing, land use planning, rural sociology, statistics, loans to cooperatives.

416-965-1687

CCR Office of the Registrar General registers and records Ontario births, deaths, marriages and still-births. It also records adoptions, divorces, and name changes. Statistics relating to births, deaths, marriages, divorce and still-births are compiled annually. Plastic, paper and certified photocopies of birth, death and marriage certificates are provided to those who prove entitlement for the statutory fee of $3.00 each. Contact Office of the Registrar General or local municipal office for advice on registration of births or deaths.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-0432

Comm Soc Capital & Special Projects Br provides technical expertise and consultative services to municipalities and non-profit organizations that want to establish facilities for rehabilitation, residential and social services, under various Acts administered by the ministry. Maintains statistics on existing facilities. Carries out inspection program for fire and other safety measures in all ministry institutions and those operated under the above Acts. Contact district offices.

416-965-5095

Comm Soc Children's Serv Bureau Day Nurseries provides

consultative service to ministry district offices re: funding, licensing and supervision of day nurseries; special day care programs (native peoples, handicapped, Private Home Day Care, infants and school-age children, parent cooperatives, etc.); and provincial statistics on day nurseries. Provides liaison with other branches and ministries regarding child care and pre-school education. Consults with provincial associations and groups regarding development of programs, staffing and legislation. For financial questions, contact 965-2521. See also Comm Soc Children's Serv Bureau Institutions and Child Welfare sections. Contact district office.

416-965-2696

Cult & Rec Provincial Library Services is responsible for public libraries throughout Ontario. Provides library grants, library by-laws and statistics, and other information assistance. Maintains close liaison with associations related to library functions and develops library services on a province-wide basis. Publishes the Ontario Library Review and In Review: Canadian Books For Children.

416-965-2666

Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

416-965-8163

Health Data Development and Evaluation Br is responsible to all levels of the health care sector engaged in the planning and evaluation process for the identification, interpretation and provision of health and socio-economic information in areas such as health care utilization, monitoring of health care payment systems, regional distribution of health care services, and health care statistics related to hospitals and other medical and health care institutions.

416-965-4392

Ind & Tour Industry Research Br provides research requirements for ministry's Industry Division. Prepares policy-oriented economic studies on Ontario industries and related issues. Reports resulting from these studies are primarily for government purposes, but some are available on request to the business sector. Provides statistics and economic data on Ontario manufacturing: to Industrial

Development Officers who are assigned in area offices; to the business community; and to some extent, to the public.

416-965-4347
Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

416-965-2923
Revenue Revenue Research Br prepares for ministry use only, management information and statistics on tax administration. Undertakes special studies on tax research matters.

416-965-4871
Sol Gen Office of the Fire Marshall: assists municipalities in establishing, improving and training personnel for municipal fire departments; promotes public awareness of fire safety; prepares specifications for fire apparatus and equipment; conducts municipal fire protection surveys and fire department promotion examinations; approves plans for various types of public buildings as well as hotels; administers the Lightning Rods Act; investigates causes of incendiary, large loss and fatal fires and gaseous explosions. The Office promotes a public safety program; publishes fire loss statistics and technical, legal, instructional and fire prevention literature. Film library available. Advisory fire service and investigation service provided from Toronto and district offices. Contact local fire department re: fire fighting and prevention.

416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

STATUTE

416-965-2841
Att Gen Legislative Counsel Services provides legislative advisory services to every Member of Provincial Parliament (MPP), government Ministers and Ministries. The Legislative Counsel Services is responsible for the drafting of bills and regulations, and for the preparation of annual statute books

and the filing and publishing of regulations. For information on regulations, contact 965-2854.

STATUTE LABOUR BOARDS

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

STEAM

416-965-4188

CCR Operating Engineers Br promotes the safe operation of power plants by examining, certifying and issuing licences to operators of steam, refrigeration, compressor and hoisting plants. Certification is based upon the potential operational hazard of the compressor or crane.

STORAGES

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

STREAMS

Streams, see also Lakes, Rivers, Watersheds, Water

416-965-5115

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to

prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-4590

Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact regional office.

416-832-2261

Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

STRIKES

416-922-7679

Educ Educational Relations Commission was established in 1975 to set out negotiation procedures for teachers and school board bargaining. Assists in negotiations, provides mediators, supervises votes for strikes and lockouts, and advises the Lieutenant Governor in Council when the strike or lockout is jeopardizing the students' education.

416-965-7941
Labour Conciliation & Mediation Services Br provides conciliation officers who help labour and employers to arrive at a settlement of disputes. Mediation officers are provided after the conciliation process if necessary. Parties in a labour dispute must use the government's conciliation services before resorting to strikes or lockouts.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

STUDDED TIRES

416-248-3355
TR & Comm Engineering Research & Development Br undertakes technical and scientific research on pavements, structures, materials, earth and environmental resources as related to transportation facilities. Research reports are published. The branch also has information on studded tires.

STUDENT AWARDS

416-965-5921
Coll Univ Accounts And Admin Services Br performs the accounting (phone: 965-9051) and administrative services (phone: 965-6426) functions for the ministry. Accounting includes processing and distribution of student awards and operating funds for post-secondary institutions, as calculated by the Student Awards and Institutional Accounting branches, respectively. For a description of accounting and administrative service functions, see first entries under accounting and administrative services.

416-965-5241
Coll Univ Student Awards Br has many programs that offer financial assistance to Ontario students studying at colleges and universities. Administers three programs based on

financial need: the Ontario Student Assistance Program - Canada Student Loan (OSAP - CSL); Ontario Student Loan (OSL); and Ontario Special Bursary (OSB). The assistance may come as loans or grants. The branch also awards fellowships for outstanding university graduate work and has programs for bilingual study. Students should apply through the Student Awards Office at the post-secondary institution of their choice. For private or out-of-province institutions, contact this branch.

STUDENT HOUSING

416-965-9654

Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

STUDENTS

416-965-6149

Ag & Food Agricultural Manpower Services Br assists Ontario farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining,

apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

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416-965-6601

Corr Serv Personnel Br performs the personnel functions for the Ministry of Correctional Services. For a description of branch activities, see first entry under personnel. Also operates Correctional Rehabilitation Involving Student Participation (CRISP) which places students for four month work periods in institutions.

416-965-2190

Educ Council On French Language Schools ensures the continuing development of education for French-speaking students in Ontario. The Council advises the Minister of Education and his Deputy on all matters pertaining to French language schools.

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business Operations Div B.

416-965-3540

Ontario Youth Secretariat researches information and advises the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's Experience Program should be directed to Tel.: 965-0480.

STUFFED ARTICLES

Stuffed Articles, see Upholstered and Stuffed Articles

SUBDIVISIONS

416-965-3328

Housing Operations Control Br develops planning policy related to the community planning regulatory and advisory functions of the Ministry. Maintains technical specialist staff concerned with planning matters such as recreational development, shopping centre development, subdivisions

design. Performs operational monitoring, quality control and administrative support functions for the Plans Administration Division.

416-965-5506

Housing Subdivisions Br implements Ministry program designed to provide adequate housing within a sound planning framework. The province is responsible for approving plans of subdivisions and condominiums across Ontario (except where approval power has been delegated to a regional municipality), and land severance applications in most of Northern Ontario. The branch ensures that these decisions conform to local, provincial and federal policies. Reviews decisions by local Committees of Adjustment and Land Division Committees on land severance applications.

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

SUBPOENAE

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating

complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

SUBSIDIES

Subsidies, see Grants

SUBWAYS

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

SUCCESSION DUTIES

416-965-1700

Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

SUMMER EMPLOYMENT

Summer Employment, see Employment

SUMMONSES

416-965-5591

Att Gen Referee of the Small Claims Courts of the Judicial District of York assists people with counselling on debt problems, particularly with summonses and garnishments before and after judgment. Public must telephone for appointment and bring complete information regarding income, expenses, debts and creditors. The Small Claims Court Referee's mailing address is: 425 University Ave., Rm.201, Toronto M4G 1T6.

SUPREME COURT OF ONTARIO

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court

Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-363-4101

Att Gen Supreme Court of Ontario answers general questions on court procedure and the status of actions before the court on personal attendance only. There is a local office of the Supreme Court of Ontario in every county. The central office in Toronto handles all actions which commence in the Judicial District of York. The divisional Court and Court of Appeals Offices are also at Toronto. Copies of divorce papers are available from the Registrar of the Supreme Court Office where divorce action was originated. If originated in the Judicial District of York, contact 965-5563. Questions about legal rights and advice should be referred to a lawyer.

SURROGATE COURT

416-965-2881

Att Gen Inspector of Legal Offices (Assistant Deputy Attorney General) manages the civil and criminal courts in Ontario. County and Small Claims Court Offices Branch (965-7945) handles matters involving Sheriffs, local Supreme Court of Ontario registrars, County Court Clerks, Surrogate Court Registrars, Small Claims Court Clerks and Bailiffs. Provincial Court Offices (965-0916) handles matters involving Provincial Court Criminal and Family Division offices, and Observation and Detention Homes. Court Reporting Branch (965-2848) is involved in court reporting procedures. Appointments for Justices of the Peace, Notaries Public, Commissioners for Taking Affidavits are also handled by this Division (contact 965-2848). For matters concerning court accommodation, contact 965-8453.

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

SURVEYS

Surveys, see also Maps

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-4590

Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

705-949-1231

Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

416-965-4641

Nat Res Geological Br provides information on the geology and mineral resources of Ontario for development of policy on management of non-renewable resources, for land use planning and for exploration and development of Ontario's mineral wealth. Activities include geological, geophysical and geochemical surveys, mineral deposit studies, development of new exploration techniques and presentation of education classes and lectures on minerals. Published maps, reports, brochures and unpublished files are used by the general public, prospectors, mining companies, universities and government agencies. Contact Queen's Park office (Tel. 965-4641) or Regional Geologists in regional offices, or Resident Geologists in Red Lake, Sioux Lookout, Kirkland Lake and Sudbury district offices.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry

field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-965-4538

Nat Res Surveys & Mapping Branch B. The Branch provides topographical, cadastral and capability descriptions of the land base. A Task Force on Geographic Referencing will define one comprehensive system to allow rapid, visual geographic correlation of physical properties, resources, legal status, etc. of provincial land. The Ontario Centre for Remote Sensing (965-8411) serves the provincial government by providing special-mission aerial photography, interpretation of air-borne and space-borne imagery. Provides remote sensing information to the public. The Ontario Geographic Names Board (965-6515) maintains geographical nomenclature of provincial and federal maps, charts, etc. Controls and regulates official names and naming of geographical features, unincorporated populated places, localities and other topographic entities in Ontario. Consults with federal and municipal governments on related activities. Arbitrates geographic names issues and directs toponymic research. See also Nat Res Surveys & Mapping Branch (A) for other activities.

416-248-3248

TR & Comm Surveys and Plans Office, Engineering Services Branch provides the ministry with: aerial and ground surveys relative to remote sensing, computer graphics, photogrammetric plans, cartographic maps, legal survey plans and documents. Maps are also available to the public. Contact regional or district offices.

SWINE

Swine, see Livestock

SYNCRUDE PROJECT

416-961-7221

Energy Ontario Energy Corporation was established in 1975 to

invest or otherwise participate in energy related projects in Canada or elsewhere. The Ontario Energy Corporation has two investments which are the Syncrude Project to extract crude oil from the Athabasca oil sands in Alberta, and the Polar Gas Project to study the feasibility of bringing natural gas from the Arctic Islands to markets in Southern Ontario.

TAKE-OVER BIDS

416-965-6550

CCR Ontario Securities Commission (OSC) maintains public files on companies' disclosure of take-over bids, proxy and proxy solicitation, insider trading and financial disclosure for the benefit of investors (Phone: 965-6550). Processes mining and other prospectus offerings of securities as well as applications for transfer or release of securities from escrow (Phone: 965-2877). Investigates complaints about brokers and salesmen of securities and about actions by companies affecting the value of securities (phone: 965-2874). Handles registration of securities dealers, salesmen, underwriters and advisers (Phone: 965-6578).

TAX

Tax, see also Property Taxation

416-965-7574

Att Gen Assessment Review Court hears complaints against realty and business assessment based on real property valuation for municipal tax purposes. For further information on real property assessment, see Revenue Assessment Field Operations Branch listed in this index. Contact Municipal Office locally for questions on property taxation and rates. For assessment complaints, contact Regional Registrar of Assessment Review Court.

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-2785

Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects

seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

416-965-1559

Nat Res Mine Tax Assessment issues annual assessment (tax) notices to Ontario mining companies on the basis of profit. Administers the Mining Tax Act.

416-965-1826

Nat Res Mining and Lands Commissioner exercises administrative and judicial duties under The Mining Act, The Mining Tax Act 1972 and The Beach Protection Act and such duties of the Minister of Natural Resources as are assigned by regulation. Examples of such jurisdiction are extension orders, the granting of relief from forfeiture and dispute and appeal hearings. Contact Queen's Park or regional offices.

416-965-5403

Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

416-965-8470
Revenue Ontario Tax Credit System Information Centre provides multilingual assistance to Ontario residents in completing their Ontario Tax Credit form and claiming their property, sales, pensioner and political contributions tax credits when filing their federal personal income tax forms. The first three credits are available regardless of income tax payable; the last only to those who donated to registered parties, candidates & constituencies. Residents outside Metro Toronto may call the Centre free of charge by dialing 0 and asking for Zenith 8-2000. General inquiries re Federal Tax should be referred to district offices of the Federal Department of National Revenue; in Toronto call 869-1500.

416-965-5772
Revenue Retail Sales Tax Br registers vendors and issues vendors permits to them. Regulates the collection of Retail Sales Tax. Collects tax under the Race Tracks Tax Act. Contact District Offices. In Metro Toronto, call 487-7161.

416-965-1700
Revenue Succession Duty Br is responsible for the Succession Duty Act, dealing with succession duties, also called estate tax, death duties or tax, and inheritance tax. Gift Tax Section (965-1722) administers the Gift Tax Act. Another section is responsible for the Land Transfer Tax and the Land Speculation Tax (965-1774).

416-965-1671
TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

416-965-2204
TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property

taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

416-965-4746

TE & IA Taxation and Fiscal Policy Br coordinates preparation of provincial budget. Researches and develops tax and fiscal policy alternatives for government. Negotiates and coordinates federal-provincial fiscal relations and intergovernmental tax policy.

TAX CERTIFICATES

416-965-1681

Revenue Assessment Field Operations Br, through regional offices in Ontario, implements the real property market value assessment program. In addition, the branch, through the regional offices, undertakes the annual enumeration program for municipalities, which produces municipal voters lists, lists of prospective jurors, identification of school supporters, and census data. The branch serves municipal governments, and other Ontario ministries which use data as basis for distribution of municipal grants, and other programs. Inquiries re property taxation, tax certificates, municipal voters lists, school support and municipal population should be referred to the Clerk or Treasurer of the appropriate municipality.

TAX CREDITS

416-965-8470

Revenue Ontario Tax Credit System Information Centre provides multilingual assistance to Ontario residents in completing their Ontario Tax Credit form and claiming their property, sales, pensioner and political contributions tax credits when filing their federal personal income tax forms. The first three credits are available regardless of income tax payable; the last only to those who donated to registered parties, candidates & constituencies. Residents outside Metro Toronto may call the Centre free of charge by dialing 0 and asking for Zenith 8-2000. General inquiries re Federal Tax should be referred to district offices of the Federal Department of National Revenue; in Toronto call 869-1500.

TAX EVASION

416-965-7767

Revenue Special Investigations Br investigates cases of deliberate tax evasion and prosecutes such cases as warranted.

TAX RESEARCH

416-965-2923

Revenue Revenue Research Br prepares for ministry use only, management information and statistics on tax administration. Undertakes special studies on tax research matters.

TAXATION

Taxation, see Tax, also Property Taxation

TE & IA ACCOUNTS & OFFICE SERVICES BR **416-965-4085**

TE & IA Accounts & Office Services Br performs the accounting and office support functions for the Ministry of Treasury, Economics and Intergovernmental Affairs, in addition to those of the Ontario Economic Council, Niagara Escarpment Commission, Ontario Land Corporation, Ministry of Energy, Ontario Energy Board, Management Board Secretariat and Civil Service Commission. For a description of functions, see first entries under accounting and administrative services.

TE & IA ADMINISTRATION PROGRAM **416-965-3518**

TE & IA Administration Program, in addition to providing overall direction and coordination for the Ministry of Treasury, Economics and Intergovernmental Affairs in the areas of resource allocation and planning, internal ministry policies and procedures, etc. and common support services, provides full administrative services to the following: Ministry of Energy, the Ontario Energy Board, the Niagara Escarpment Commission, the Ontario Economic Council and the Ontario Land Corporation, & except for personnel services, to the Civil Service Commission and to Management Board. Branches in the Administration Program are described separately.

TE & IA ADVISORY SERVICES BR **416-965-3514**

TE & IA Advisory Services Br encourages and assists Ontario municipalities in improving their management practices and in developing and promoting effective local government management techniques. Assists local governments to improve internal organization and processes by which their statutory responsibilities are discharged. Advises on human resources management. Coordinates Local Government Management Program (LGMP). Advice on metrication in municipalities is available.

TE & IA ECONOMETRIC RESEARCH BR **416-965-4801**

TE & IA Econometric Research Br compiles the Ontario Economic Accounts; conducts econometric studies and maintains an econometric forecasting model for Ontario. Operates the input-output system of the Ontario economy. Main clients served are Ontario government ministries and agencies.

Research liaison is maintained with universities and the federal government.

TE & IA ECONOMIC ANALYSIS BR **416-965-5454**
TE & IA Economic Analysis Br monitors economic and social developments in Ontario, Canada and elsewhere. Provides provincial government with consultative services on short-term consequences for Ontario of proposals from government and the public. Studies include population and labour aspects, among others. (Contact 965-6613).

TE & IA ECONOMIC POLICY BR **416-965-2999**
TE & IA Economic Policy Br researches and advises the Ministry on medium and long term socio-economic policies and strategies. Studies foreign ownership, foreign trade policy, Competition Act, housing, energy, and anti-inflation programs.

TE & IA EXTERNAL ACTIVITIES COORDINATION **416-965-3356**
TE & IA External Activities Coordination Secretariat advises on and coordinates Ontario's participation in Canada's international activities (external aid, cultural, scientific, etc.). Assesses effects of external agreements on province. Coordinates roles, other than financial, of Ontario ministries in the Ontario-Quebec Permanent Commission (OQPC), for cultural and educational exchange programs.

TE & IA FEDERAL-PROVINCIAL **416-965-3340**
TE & IA Federal-Provincial and Interprovincial Affairs Secretariat assesses policy proposals in particular functional areas in terms of how they relate to the province's intergovernmental policies and objectives. Analyzes effects of policies and programs of other governments on Ontario and on jurisdictional balance of responsibilities within the federation. Provides advice on the Constitution, the distribution of powers and intergovernmental machinery. Prepares material and advice for major intergovernmental and federal-provincial meetings; maintains liaison with federal and other provincial governments.

TE & IA FINANCE MANAGEMENT BR **416-965-2914**
TE &IA Finance Management Br issues and retires Province Ontario debt securities (debentures, bonds) and treasury bills. Manages principal cash resources. Monitors provincial income and expenditure cash flow.

TE & IA FINANCIAL INFORMATION & ACCOUNTING **416-965-5273**
TE & IA Financial Information & Accounting Policy Branch is responsible for public reporting of government financial

information. Produces Public Accounts annually for Legislature and the public. Operates Consolidated Revenue Fund accounting systems and budget monitoring system serving provincial ministries and agencies. Accounting Research and Policy Development Section (965-1731) serves ministries and agencies on development of financial information system and financial information and accounting policy development. Maintains financial administration policy liaison with Management Board and banking policy liaison with the banking community.

TE & IA INFORMATION SERVICES BR **416-965-7171**
TE & IA Information Services Br, aside from the services mentioned in the general description (see first entry) under information service, has a French Information Officer who provides information and communications advice to other Ontario Government ministries, the media and the public. Coup d'Oeil, a publication in French containing brief descriptions of government programs, is produced monthly for the French media and the public.

TE & IA INTERGOVERNMENTAL FINANCE & GRANTS **416-965-3505**
TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

TE & IA INTERNAL AUDIT SERVICES BR **416-965-5123**
TE & IA Internal Audit Services Br provides an internal audit capacity within the ministry to reinforce post-audit requirements and promote safekeeping of public funds and property entrusted to the ministry. For a description of functions, see first entry under audit.

TE & IA LIBRARY SERVICES BR **416-965-2314**
TE & IA Library Services Br has reference materials for use by the Ministry and its agencies, and to a lesser extent, by other provincial and federal ministries. The Library has three indices which may be of interest to municipalities and the public: an index to the Private Acts of Ontario since 1867; an index and History of Incorporation for Ontario

Municipalities since 1792; an index to unincorporated places in Ontario. Questions on annexations, amalgamations, dissolutions of municipalities, e.g. to which county or district certain townships, villages, towns and cities belong, can be answered by this branch.

TE & IA LOCAL GOVERNMENT ORGANIZATION BR **416-965-6934**
TE & IA Local Government Organization Br advises the Government on provincial policy for local government functions and organization, including local government reform, based on local needs. Conducts the County Restructuring Studies Program (CRSP). Reviews division of local and provincial functions. Reviews role and organization of municipal councils, and suitability of Special Purpose Bodies. Reviews all legislation and Ontario Municipal Board decisions affecting municipalities.

TE & IA MANAGEMENT SERVICES BR **416-965-7582**
TE & IA Management Services Br assists management in the planning needed to achieve Ministry objectives in the effective allocation of human, financial and technical resources, and in the evaluation of program and organizational performance. Organization Development Group (965-5500) creates and maintains a coordinated organization and development program. Program Analysis Group (965-1590) provides program analysis support needed to develop multi-year plans and estimates forecasts, to meet program objectives and evaluate program performance. Systems Advisory Group (965-5030) coordinates all aspects of electronic data processing (EDP) and manual systems as well as related management support services in EDP and systems planning, program performance evaluation and project team management.

TE & IA MINISTRY OFFICE **416-965-5204**
TE & IA Ministry Office provides executive, secretarial and clerical support for the Treasurer of Ontario, the Parliamentary Assistant and the Deputy Minister. Included in this group are the offices of the Ministry Policy Coordinator (965-7039), the Women's Coordinator (965-1979), and the Special Projects Coordinator, whose functions are described under TE & IA Special Projects Executive Coordinator.

TE & IA MUNICIPAL FINANCE BR **416-965-1671**
TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property

taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

TE & IA NIAGARA ESCARPMENT COMMISSION 416-877-5191
TE & IA Niagara Escarpment Commission. The Niagara Escarpment Commission in Georgetown, Ontario, develops and implements a program to protect the Niagara Escarpment's distinct characteristics and to ensure a balanced future use of Escarpment lands through development control and preparation and administration of a development plan.

TE & IA OFFICE OF LEGAL SERVICES 416-965-6926
TE & IA Office of Legal Services provides legal services for the Ministry of Treasury, Economics and Intergovernmental Affairs. For a description of branch activities, see first entry under legal services.

TE & IA ONTARIO ECONOMIC COUNCIL 416-965-4315
TE & IA Ontario Economic Council is an advisory group reporting to the Government on a wide range of economic and other matters, such as urban affairs, social security, health and education policy. The Ontario Economic Council (OEC) coordinates its work with the Economic Council of Canada and government ministries. The OEC publishes an annual report which details research publications and work in progress.

TE & IA ONTARIO LAND CORPORATION 416-965-3518
TE & IA Ontario Land Corporation. The Ontario Land Corporation (OLC) promotes community and industrial development of land in Ontario (e.g. new towns, industrial parks).

TE & IA ONTARIO STATISTICAL CENTRE 416-965-4575
TE & IA Ontario Statistical Centre supplies ministries with statistics and advises on data gathering methods for planning and policy formulation. Coordinates activities with Statistics Canada. Makes referrals and selectively disseminates general statistical information and data to public re: population, households, labour force, migration, consumer prices. For statistics re: manufacturers, mines, forest industries, call 965-7078; credit unions, mortgages registration, real estate, call 965-3792.

TE & IA PARKWAY BELT GROUP **416-965-3243**
TE & IA Parkway Belt Group manages the activities involved in the Parkway Belt System. The System is a major part of the Toronto-Centred Region Concept that is designed to provide for urban areas physically arranged in two tiers to the west and east of Toronto.

TE & IA PERSONNEL ADMINISTRATION BR **416-965-6171**
TE & IA Personnel Administration Br performs the personnel functions for the Ministry of Treasury, Economics and Intergovernmental Affairs. For a description of branch activities, see first entry under personnel.

TE & IA PROJECT-TOWNSITE DEVELOPMENT GROUP **416-965-6945**
TE & IA Project-Townsite Development Group researches, designs, organizes & manages activities required to carry out such projects as: the development of new northern communities and/or expansion of existing ones to serve population growth from resource development activity, or special studies of areas affected by provincial policies such as the Wasaga Park Community Project. The Wasaga Park Project provides for the recreational needs of Southern Ontario by the development of a year-round multi-use park and the local community through land use policies and by providing the necessary public services and recreation facilities. The Group advises ministries on the development of projects or policies that have impact on urban settlement patterns.

TE & IA PROVINCIAL MUNICIPAL AFFAIRS **416-965-6989**
TE & IA Provincial Municipal Affairs Secretariat assesses and advises on provincial-municipal relations and programs. Maintains relations with municipal groups such as Municipal Liaison Committee (MLC), Assoc. of Municipalities of Ontario (AMO), Assoc. of Counties and Regions of Ontario (ACRO), Rural Ontario Municipal Association (ROMA), and Canadian Federation of Mayors & Municipalities (CFMM). Organizes tri-level consultation and conferences on joint programs of federal-provincial governments and municipalities. Publishes the Municipal Directory annually, detailing lists of counties, districts, cities, towns, townships, etc. in Ontario, with names and addresses of key officials, population figures, etc.; and 'Background', a weekly newsletter outlining legislation, publications and provincial projects of interest to business, municipalities, etc.

TE & IA REGIONAL DEVELOPMENT BR **416-965-5451**
TE & IA Regional Development Br prepares comprehensive plans for the social and economic development of Ontario's regions in consultation with affected municipalities and local governments. Coordinates provincial program development and

plan implementation. Researches and publishes Design for Development series. The branch is involved with the following development task forces: Simcoe-Georgian, Northumberland, Haldimand-Norfolk, Sarnia-Lambton, and Pembroke-Renfrew. Contact for general information, 965-5451; Plan Preparation, 965-7081; Program Development including Department of Regional Economic Expansion (DREE) and Regional Priority Budget Negotiations, 965-7066; Regional Projects, 965-2296.

TE & IA REGIONAL OFFICES **416-965-1683**
TE & IA Regional Offices. Five Regional Offices in Ontario advise and assist municipalities, the public, other government ministries and agencies on all aspects of local government. Coordinate government relationships with municipalities. Identify and initiate action in cases of municipal difficulty. Advise is provided: through review of municipal financial statements; through dissemination of information on existing programs available; through assessment of implications of specific actions, e.g. proposed major capital expenditures; and as specifically requested. Contact regional offices.

TE & IA SECURITIES BR **416-965-6691**
TE & IA Securities Br acts as transfer agent for the province in domestic and foreign capital markets and in provincial borrowing (Province of Ontario debt securities, debentures, bonds) to ensure prompt interest payment and to supply information on transfer requirements to investors. Keeps in trust security deposits made by the public when required by provincial programs.

TE & IA SPECIAL PROJECTS EXECUTIVE COORDINATOR **416-965-0693**
TE & IA Special Projects Executive Coordinator provides a contact point between various major industries interested in locating in new industrial developments in Ontario and the Ministries in the Government of Ontario involved. Assists industries in preparation of proposals and ensures that appropriate hearings, approvals, authorizations are processed. Obtains comments from government ministries involved in planning new industrial communities and correlates these into a submission for Cabinet approval. Assists with any problems in communications between industry and ministries and ensures that problems are directed to right source for appropriate action.

TE & IA SUBSIDIES BR **416-965-2204**
TE & IA Subsidies Br administers a variety of provincial and federal-provincial programs of grants, loans and transfer payments to municipalities to reduce the burden of property

taxation. This includes the Farm Tax Reduction Program (contact 965-7994) and the Managed Forest Tax Reduction Program (contact 965-3500).

TE & IA TAXATION AND FISCAL POLICY BR **416-965-4746**

TE & IA Taxation and Fiscal Policy Br coordinates preparation of provincial budget. Researches and develops tax and fiscal policy alternatives for government. Negotiates and coordinates federal-provincial fiscal relations and intergovernmental tax policy.

TEACHERS

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

416-965-6256

Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

416-965-2625

Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering

service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-6789
Educ Curriculum Services Br is the initiating, coordinating and integrating unit for curriculum input to the ministry and for implementation of curriculum policies. Promotes community use of schools. Administers summer courses for teachers (phone: 965-2686).

416-965-5635
Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

416-922-7679
Educ Educational Relations Commission was established in 1975 to set out negotiation procedures for teachers and school board bargaining. Assists in negotiations, provides mediators, supervises votes for strikes and lockouts, and advises the Lieutenant Governor in Council when the strike or lockout is jeopardizing the students' education.

416-965-2611
Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-2609
Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses

(965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

416-965-5427

Educ Legislation Br, besides its internal service to the Ministry of Education, provides information service and advice to school boards, municipalities, teachers and the public about education legislation that affects their rights, duties and responsibilities. Branch can also be reached at these Toronto numbers: 965-5428, 965-4556, 965-2621 and 965-2060. For a description of the internal service function, see first entry under legal services.

416-965-2308

Educ Management Services Br supplies the ministry with administrative services. For a description of functions see first entry under administrative services. Maintains micro files on teachers, records and forms management, administrative systems, word processing centre, warehouse and distribution centres.

416-965-2663

Educ Special Education Br provides educational programs for exceptional children outside the normal school structure in Ontario schools for the blind and deaf (965-2663), and in 12 developmental centres schools for the retarded and emotionally disturbed (965-2662). Operates Belleville Teacher Education & Media Centre to train teachers of the deaf. School boards may use resources of these schools and special education officers in assessment, counselling, teacher training and for teaching materials. Administers correspondence courses, Grade 1 - 13 (965-4587). Advises special education officers and recommends program policy for exceptional students in local schools.

416-965-2228

Educ Supervisory Services Br serves as a main channel of communication between the Ministry and private, correctional and Department of National Defence schools, organizations of teachers, principals, trustees and school officials. Administers the examination of candidates for supervisory officers certificates. Advises on all aspects of school administration. The office of the Provincial School Attendance Counsellor is located at this branch. Contact

regional office.

416-965-1341
Educ Teacher Educ & Certification Br approves and supervises programs of teacher education offered by teacher education institutions and administers Ontario Teacher Education College (Hamilton & Toronto). Sets policy concerning regulations relating to certification of teachers of supervisory officers.

416-226-2700
Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

416-965-0204
Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

ELECOMMUNICATIONS

416-965-0175
Govt Serv Telecommunications Services Br provides local and inter city telecommunication services for Ontario government ministries and agencies. These are principally telephone, data communications and radio, but also include intercom, teletype, facsimile, satellite and related telecommunications services. For Metro Toronto Services, contact 965-6788; Inter City Services, contact 965-6265.

416-248-3736
TR & Comm Common Carriers Br ensures that Ontario customers receive efficient telecommunications service. This involves provincial comment on Bell Canada and Canadian National & Canadian Pacific rate applications. The Branch does not regulate Bell Canada and CN-CP, but investigates customer

complaints regarding their service. Represents Ontario in the Federal telecommunications cost inquiry. Responsible for long range impact studies on computer communications, systems and terminal interconnection and on the independent telephone industry.

416-248-3711

TR & Comm Communications Div Executive Section provides communications policy coordination and administration. Telecommunications Systems Engineering (248-3567) provides related assistance to the other branches in the Division. Assists independent telephone industry in modernization plans; consults and advises the Ontario Telephone Service Commission on technical matters. See also TR & Comm Policy Development Br and TR & Comm Common Carriers Br. For ham radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

TELEPHONE

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radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

416-248-3831
TR & Comm Ont Telephone Service Commission is responsible for regulating the providers of telephone services under provincial jurisdiction, under the Telephone Act. There are 40 telephone systems under the jurisdiction of the Ontario Telephone Service Commission. Bell Canada is not under this jurisdiction; it reports to the Canadian Transport Commission.

TELEVISION

416-484-2600
Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

416-965-4004
Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

416-248-3711
TR & Comm Policy Development Br develops Ontario government policy in the communications field. Activities include: development of broadcasting and cable policy (248-3961); interventions before the Canadian Radio-Television Commission to express Ontario policy, and intergovernmental contact with other provincial and federal agencies (248-3731); communications research. To the extent possible, the branch acts upon customer complaints regarding cable television service (248-3961). Maintains liaison with broadcasting and cable industries. Has a data bank of information on people served by broadcasting and cable firms, television viewing

habits, citizens' perceptions on communications issues (248-3731).

TEMPORARY ABSENCE

416-965-4283

Corr Serv Temporary Absence Br operates the temporary absence (T.A.) program which allows inmates, through conditionally approved permits on a day to day basis, or for further specified periods as authorized, to commence or continue their education or jobs while residing in correctional institutions serving their sentences. The T.A. program is also used to screen offenders who want to visit their homes to maintain family and community ties, to attend hospital for diagnosis and treatment, and for job or educational interviews. Contact regional institutions housing the inmate, or the Coordinator, Temporary Absence Branch.

TENANT

416-965-7351

Att Gen County Court Clerk. The County Court, Judicial District of York, handles all civil actions involving the amounts of between $401.00 and $7,500. Handles proceedings under these statutes: Landlord and Tenant, Name Change applications, Adoptions (child welfare), and Mental Incompetency. Applications for name changes involve the services of a lawyer. There is a Small Claims Court Referee in this office, whose activities are described under Att Gen Referee of the Small Claims Courts, Tel. 965-5591. Inquiries concerning matters outside the Judicial District of York should be referred to the appropriate county court.

416-923-1199

CCR Rent Review. Ontario's Residential Premises Rent Review Act limits the amount of rent a landlord may charge for apartments, houses, townhouses, duplexes, triplexes, rooming houses, mobile home sites and rent-geared-to-income units. The Act came into effect December 18, 1975. The Act is retroactive to July 30, 1975 and will remain in effect until August 1, 1977. Rent Review Officers in major centres in Ontario will review landlord and tenant appeals regarding rent increases. If decision of Rent Review Officer is unsatisfactory, an appeal may be made to the Residential Premises Rent Review Board. Contact Rent Review Office in municipality. For those living outside the toll-free dialing area, dial the Operator and ask for Zenith 9-6000.

416-965-9654

Housing OHC Supplementary Programs A. The Supplementary Programs & Special Projects Branch administers production of housing through the following programs that provide

rent-geared-to-income accommodation: Rent Supplement Program which requires participating private landlord to offer up to 25% of units to tenants from the Ontario Housing Corporation (OHC) waiting list (tenant pays rent geared to income, OHC pays subsidy to landlord); Community Integrated Housing Program offers low interest second mortgage to builders who must provide 25% of units to OHC's Rent Supplement Program; Ontario Student Housing Corporation builds student housing on or off campus. Apply to supplementary Programs & Special Projects, 101 Bloor St. W., Toronto. See also Housing OHC Supplementary Housing Programs B.

TENDERS

416-965-6937

Govt Serv Supply Administration Br provides a government-wide purchasing service, including development of specifications and standards. Develops Collective Purchasing Arrangements for commodities commonly used by Ontario Government ministries and agencies. In addition to purchasing the requirements of the Ministry of Government Services, the branch purchases furniture and all other furnishings for other ministries and other items required for the initial outfitting of new facilities. Operates the Public Tenders Office to receive tenders for government contracts. Maintains suppliers lists by vendor and commodity, and a vendors catalogue library. Controls and directs government assets disposal.

TESTATE

416-965-7314

Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

TEXTBOOKS

416-965-5982

Educ Curriculum Development Br produces curriculum guidelines for use in Ontario from Kindergarten to Grade 13, as well as regulations governing textbooks. Produces annotated lists of Canadian curriculum materials for use with above guidelines. Develops materials for courses about and for native peoples. Concerned with metrication as it applies to course development. Implements the ministry's Canadian Learning Materials Fund which includes the provision of copies of

newly approved textbooks to schools and stimulation of the development of new learning materials.

THEATRE

Theatre, see also Arts, Theatres

416-965-6256

Cult & Rec Community Arts Development Br has programs to encourage excellence in the arts and wider participation in arts activities. Has consultants in theatre, dance, music, visual arts, and crafts. Grants are available to provincial arts service organizations. Provides resource materials for teachers in the arts or arts groups. Contact regional offices or main office.

416-961-1660

Cult & Rec Ontario Arts Council, created to promote the study, enjoyment of, and production of works in the arts, makes grants in response to written applications from performing and creative arts groups and individuals, with the assistance of officers on staff who represent various art disciplines and pursuits. Grants are made to theatre and dance companies, orchestras and concert societies, art galleries and schools, publishing houses and periodicals, local and regional arts councils and festivals, arts service groups and community arts projects. Individual painters, sculptors, playwrights, composers, writers, poets, film makers and photographers may also apply. Other programs include Creative Artists In Schools (CAIS), designed specifically for creative artists, and ONTOUR, giving assistance to concert artists, soloists, performing groups, and groups that sponsor local appearances. The Ontario Arts Council is concerned with the development of local and regional arts resources, and Franco-Ontarian community arts.

416-965-6763

Cult & Rec Resource Centre provides an information service to staff, municipalities and community groups to support the ministry's programs. Operates a lending library of books, pamphlets, and audio-visual materials on community development, informal education, recreation, human relations, theatre, arts and crafts. Staff can assist in searching materials. Contact field office.

THEATRES

Theatres, see also Theatre, Arts

416-421-2462

CCR Theatres Br maintains a reasonable standard of decency in films exhibited in Ontario. Censors videotape, 8mm, 16mm,

35mm, or wider films. Sets standards for, inspects and issues licences to theatres, drive-in theatres, film exchanges, videotape machines, 8mm, 16mm projectors and films. Also examines and licenses projectionists. Approves motion picture advertising and classification.

416-965-5399
Cult & Rec Capital Support Unit coordinates all capital support programs of the ministry. These include capital grants for community recreation centres, sports facilities, arts facilities, such as concert and exhibition halls, theatres, museums, heritage conservation projects, library facilities and multicultural centres. Contact regional offices or main office.

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

THERAPY
Therapy, see Rehabilitation

TILL
Till, see Minerals

TIMBER

705-949-1231
Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

705-789-9647
Nat Res Algonquin Forest Authority in Huntsville, Ontario, is a Crown corporation responsible for harvesting timber in Algonquin Provincial Park. The Algonquin Forest Authority operates under volume agreement with the Ministry of Natural Resources.

416-965-2785
Nat Res Division of Forests is responsible for the production and harvesting of timber and the provision of woodland for recreational purposes. Forest Management Branch collects

seeds, grows seedlings for provincial nurseries and the public. Treats crown forests to improve their quality and growth and to protect them from insects and disease. Advises private landowners on planning, tending and marketing timber. Provides grants to municipalities for land acquisition, the lands to be managed by the Ministry. Develops and tests new methods and equipment related to silviculture. Holds field days for public on growing Christmas trees, maple syrup production and forest management. Pays grants to reduce property tax on managed forests. Forest Research Branch in Maple (416 832-2261) provides scientific and technical knowledge through research in forest management. Timber Sales Branch (965-2731) is responsible for management of timber sales. Contact regional or district offices.

416-965-2761

Nat Res Financial Management Br, besides normal internal financial management functions including accounting and audit, receives revenue obtained from the sale of hunting and fishing licences, from the stumpage charges on timber operations, and from sales and leases of crown land. For a description of functions, see first entries under financial management, accounting and audit.

416-965-6225

Nat Res Surveys & Mapping Branch A. The Branch provides topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

TITLES

416-965-6644

CCR Property Rights Field Operations Br operates land registry offices throughout Ontario where documents for real property (land) and personal property titles are registered and recorded. Registration records may be examined for a

fee. In Toronto land registry offices are located at New City Hall with these telephone numbers: Toronto and York Land Titles, 965-5248; Toronto Registry, 965-7553; Toronto Boroughs and York South Registry, 965-7588. There is a land registry office in each county or district.

416-965-7548

CCR Property Rights Legal Surveys Br provides a quality control for surveys, plans and description of land, including condominiums, for registration in land registry offices. Also provides for the confirmation of the true location of boundary lines which have been lost, obliterated or not registered. Does not provide for the creation of new divisions. Provides grants under the Land Titles Survey Fund under special circumstances. Contact Queen's Park or regional offices.

416-965-3248

CCR Property Rights Property Law Br performs statutory functions of Director of Titles; responsible for legal quality of land registration records; drafts amendments to the regulations under the Land Titles Act, the Registry Act, The Condominium Act, the Boundaries Act and the Certification of Titles Act. Processes applications of title and for conversion of title from the land registry to the land titles system.

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

TOBACCO

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards.

Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

416-965-6352

Revenue Gasoline Tax Br administers and collects tax on the sale of products taxed under the Gasoline Tax Act (gasoline, aviation fuel, propane), the Motor Vehicle Fuel Tax Act (diesel fuel) and the Tobacco Tax Act (cigarettes, tobacco, cigars). Provides refunds of these taxes when applicable and appoints or registers collectors, usually wholesalers or distributors.

TODAY'S CHILD

416-965-0176

Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

TOMATO SEEDLINGS

416-965-1058

Ag & Food Farm Products Inspection Br regulates and inspects the grading of twenty-five farm products, flue-cured and burley tobacco, honey, maple syrup, christmas trees, tomato seedlings. Offers technical advice to growers and producers. Checks controlled-atmosphere storages for proper oxygen and carbon dioxide levels. Assists in submitting information on conditions of seasonal crops. Licenses and controls fruit and vegetable dealers. Issues licences to nurseries, and controls disease found in them. Controls neglected orchards. Informs the public on all aspects of food (fruit, vegetables, honey) producing, packaging, wholesaling and retailing. Contact head or regional office.

TORONTO AREA TRANSIT OPERATING AUTHORITY **416-630-2635**

Toronto Area Transit Operating Authority (TATOA) was created to design, establish and operate an inter-regional transit system serving Metro Toronto and the regional municipalities of Peel and York. Manages GO Transit, a commuter railway service operated by Canadian National Railways, and a commuter bus service operated by Gray Coach Lines and Trailways of Canada. For information on timetables and fares phone local GO Transit number.

'ORONTO-CENTRED REGION

416-965-3243

TE & IA Parkway Belt Group manages the activities involved in the Parkway Belt System. The System is a major part of the Toronto-Centred Region Concept that is designed to provide for urban areas physically arranged in two tiers to the west and east of Toronto.

'OURISM

416-965-4004

Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

416-965-5715

Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-5466

Ind & Tour Communications Div has two major functions: a planning function for developing communications plans for each ministry division plus advertising services, and a delivery function through Communications Services Branch providing the ministry with photography, audio-visual, publications, releases, speeches, media liaison and other information services (see also first entry under information service). Operates a library of still and motion pictures to lend to groups interested in tourism. Film catalogues available.

416-965-4566

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and

forms control and central filing. Library Services Section (965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

416-965-5715

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416-965-9380

Ind & Tour Small Business Operations Div B. The Small Business Operations Div maintains staff throughout Regional Offices in the province and in fifteen foreign offices around the world. The staff's responsibilities include promotion of industrial development, location of new markets, providing business counselling, promoting tourism, assisting technology transfer, service industry and small business. In Ontario contact Operations Ontario office in Queen's Park, Toronto (965-0410) or Regional Offices. Regional Office serving Metro Toronto is located at 5 Fairview Mall Drive, Willowdale (491-7680). See also Ind & Tour Small Business Operations Div A.

416-965-4011

Ind & Tour Strategic Planning Br assists offices of the Minister, Deputy Minister and Ministry Policy Committee in the coordination of ministry policy planning. Provides: long range planning for development of industry, trade and tourism in Ontario; Ontario comment to the Federal Government on Foreign Investment Review Agency (FIRA) and General Agreement on Tariffs and Trade by the world's trading nations.

416-965-4622

Ind & Tour The Development Corporations. The Ontario Development Corporation (ODC), Eastern Ontario Development Corporation (EODC), and Northern Ontario Development Corporation (NODC) assist in and encourage the development and diversification of Ontario industry by: financial assistance through incentive and term loans and bank guarantees; providing sites, facilities and services in three

industrial parks; providing technical, business and financial information and advice. Secondary manufacturing industries, services industries allied to manufacturing such as tourism operations, and export industries may avail themselves of this service. Contact corporation regional office.

416-965-1542
Ind & Tour Tourism Development Br is responsible for the development and upgrading of Ontario's tourism industry by: providing technical advice relating to planning, design, operation and management of tourist facilities (tel. 965-4255); providing information relating to funding sources for new and existing tourist facilities (tel. 965-4024); reviewing tourism project proposals from the public for possible participation by the Ontario Government (Tel. 965-4024).

416-965-5725
Ind & Tour Tourism Research Br develops and maintains an effective data base and data-related information service designed to meet the needs of the tourism sector in Ontario. Provides a research service to support and direct ministry activities related to tourism. Coordinates tourism research activities in Ontario, such as the interministerial Tourism and Outdoor Recreation Planning Study (TORPS).

TOURS

416-965-1241
Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

416-878-8151
Ag & Food Ontario Agricultural Museum in Milton, Ontario, is being developed under the Ontario Agricultural Museum Act to house and display historic tools, implements and artifacts associated with Ontario agriculture. Its first exhibition hall will be open to the public in 1976. Tours can be arranged.

416-893-1121
Cult & Rec McMichael Canadian Collection is an art gallery in a beautiful setting in Kleinberg, Ontario, which has an extensive collection of the works of Canadian artists

including the Group Of Seven, Tom Thompson, Emily Carr, David Milne, Clarence Gagnon, and J. W. Morrice. Also included are works of art by native peoples. The collection is open every afternoon except Monday. Tours can be arranged.

416-429-4100
Cult & Rec Ontario Science Centre conducts a varied program of education in the origins and development of science and technology and in Ontario's role in this progress. Located at Don Mills and Eglinton Ave. in North York, the Ontario Science Centre is open to the public daily and offers tours to school classes.

416-527-1158
Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

416-965-6896
Ind & Tour Ontario Place Corporation operates a cultural and recreation complex on three man-made islands on Lake Ontario, Toronto, including exhibition pavilions, theatres, the Cinesphere, live entertainment, the Forum, restaurants, boutiques, marina, pedal boats, boat tours, park, lagoons, picnic areas, and a children's village with unique play apparatus. Ontario Place arranges banquets, receptions, film showings for conventions and other groups of residents or tourists. No admission charge for Ontario senior citizens.

416-965-4008
Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

416-965-9489
Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

416-965-1337
Nat Res Mineral Research Br will identify a sample of rock, minerals or ore as well as give detailed chemical and petrographic analysis of assay of mineral samples. Also examines till, sand, silt and gravel. Organizes tours for educational and other groups. Conducts research into proper conservation and utilization of mineral resources. Branch serves mining and exploration companies, geologists, engineers and prospectors and agencies such as the Ontario Research Foundation.

613-543-2951
Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

TOWNS

Towns, see Municipalities

TOWNSEND COMMUNITY DEVELOPMENT

416-965-6504
Housing Townsend Community Development Program coordinates land use planning and development of a new community in the Regional Municipality of Haldimand-Norfolk to provide residential accommodation, commercial and social services required by the rapid industrial expansion of the City of Nanticoke. The Townsend Community Development Program

coordinates related activity by provincial ministries and the municipality. A group of provincial and municipal officials form the Townsend Advisory Committee to advise the Minister of Housing. A public participation program is also operated to involve those affected by or interested in the project, considering environmental protection and preservation of agricultural land.

TOWNSHIPS
Townships, see Municipalities

TOYS
Toys, see Upholstered and Stuffed Articles

TR & COMM COMMON CARRIERS BR **416-248-3736**
TR & Comm Common Carriers Br ensures that Ontario customers receive efficient telecommunications service. This involves provincial comment on Bell Canada and Canadian National & Canadian Pacific rate applications. The Branch does not regulate Bell Canada and CN-CP, but investigates customer complaints regarding their service. Represents Ontario in the Federal telecommunications cost inquiry. Responsible for long range impact studies on computer communications, systems and terminal interconnection and on the independent telephone industry.

TR & COMM COMMUNICATIONS DIV **416-248-3711**
TR & Comm Communications Div Executive Section provides communications policy coordination and administration. Telecommunications Systems Engineering (248-3567) provides related assistance to the other branches in the Division. Assists independent telephone industry in modernization plans; consults and advises the Ontario Telephone Service Commission on technical matters. See also TR & Comm Policy Development Br and TR & Comm Common Carriers Br. For ham radio (citizen's band radio) licence, contact the Federal Department of Communications in Toronto, tel. 966-6286 or in Ottawa, Tel. 613 992-4677.

TR & COMM CONSTRUCTION BR **416-248-3661**
TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

TR & COMM DRIVER CONTROL OFFICE **416-965-1578**
TR & Comm Driver Control Office ensures that Ontario drivers are competent to operate vehicles; keeps records to identify problem drivers. Runs demerit point system; issues warnings; conducts interviews, re-examinations, and suspends and reinstates licences as required by statute. Checks collision reports to determine need for re-examinations, medical or vision certificate. Maintains statistics on collisions. Contact regional offices. Re suspensions under the Motor Vehicle Accident Claims Act, call CCR Motor Vehicle Accident Claims, Tel. 965-6701. For fines non-payment, call Defaulted Fines Control Centre under the Ministry of the Attorney General, Tel.965-3711.

TR & COMM DRIVER LICENSING OFFICE **416-965-7143**
TR & Comm Driver Licensing Office issues an appropriate drivers licence to all eligible applicants in Ontario, including learners permits, renewals, replacements and corrections of licences. Collects and refunds appropriate fees to drivers. For driver examination contact regional or district offices.

TR & COMM DRIVERS & VEHICLES REGIONAL OPERATIONS **416-965-6663**
TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

TR & COMM ENGINEERING & MANAGEMENT SYSTEMS **416-248-3977**
TR & Comm Engineering & Management Systems Br is involved with computer systems development for Ministry applications. Management Science Systems specialists conduct management system studies of non-mechanized nature. Computer Production Services provide production technical control, graphic production and data conversion services, and time sharing.

TR & COMM ENGINEERING RESEARCH & DEVELOPMENT BR **416-248-3355**
TR & Comm Engineering Research & Development Br undertakes technical and scientific research on pavements, structures, materials, earth and environmental resources as related to transportation facilities. Research reports are published. The branch also has information on studded tires.

TR & COMM EXTERNAL RELATIONS DIVISION **416-248-3381**
TR & Comm External Relations Division, through the Office of Legal Services (248-3617) and Division Support and Claims Branch (248-3127) provides legal services for the Ministry of Transportation and Communications, including land compensation and claims administration.

TR & COMM FINANCIAL BR **416-248-3465**
TR & Comm Financial Br supplies the ministry with financial management services. For a description of functions, refer to the first entries under financial management and accounting.

TR & COMM GEOTECHNICAL OFFICE **416-248-3255**
TR & Comm Geotechnical Office, Engineering Services Branch, provides geotechnical data and advice related to hydrology, soil mechanics and foundation engineering and pavement structure designs. Maintains Pavement Management Feedback and Information System (PAMFIS) and Geotechnical Cross Reference and Retrieval System (gEOCRES). Conducts related geological and geophysical investigations.

TR & COMM HIGHWAY CARRIER LICENSING OFFICE **416-965-2217**
TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

TR & COMM INTERNAL AUDIT BR **416-248-3366**
TR & Comm Internal Audit Br performs the usual audit functions for the Ministry as described in the first entry under audit. In addition, the branch analyzes Ministry claims negotiations and advises on settlements. The Branch audits Ministry electronic data processing systems; audits design drawings and tender documents prior to awarding of contracts; audits payment records on Ministry and Ministry-subsidized contracts. Also audits contractors and suppliers records; and audits municipal records to ensure that subsidies are spent as approved.

TR & COMM LABORATORY SERVICES OFFICE **416-248-3684**
TR & Comm Laboratory Services Office, Engineering Services Branch, provides laboratory testing, technical evaluation and approval services related to soils, aggregates, asphalt, concrete, metals and chemical products used in construction

and maintenance of highways and structures. Provides same services for a variety of products purchased by ministry for operational needs. Develops and establishes test procedures and acceptance criteria; prepares material specifications. Contact regional or district offices.

TR & COMM LICENSING & CONTROL DIV DATA **416-965-6836**
TR & Comm Licensing & Control Div Data Processing Services Section is responsible for the conversion of drivers and vehicles source documents to machine readable form for transmission to computer system.

TR & COMM LICENSING & CONTROL DIV SAFETY **416-965-2162**
TR & Comm Licensing & Control Div Safety Standards & Practices Br develops inspection procedures and rejection criteria & mechanical fitness standards for vehicles in use and used vehicles offered for resale. Develops safety standards for new vehicle and vehicle components, and manages vehicle component approval program. Acts as automotive engineering consultant for the Ministry of Transportation and Communications and at times for the Ministry of Industry and Tourism. Investigates heavy commercial vehicle collisions to find out means of improving vehicle design, maintenance and inspection. Develops legislation and regulations relating to vehicle and vehicle component design, and vehicle inspection.

TR & COMM MAINTENANCE BR **416-248-3665**
TR & Comm Maintenance Br develops and implements standards, policies and procedures for maintenance of roads and highways, including landscape, structures and electrical devices on highway rights-of-way. Monitors maintenance operations to ensure compliance with standards. Prepares and controls annual maintenance budget, including day labour construction. Prepares landscape design and design for electrical traffic control devices. Prepares policy and administers permits for signs and buildings on highway rights-of-way. Manages fleet of vehicles and equipment for the Ministry, and guides garage personnel on fleet management.

TR & COMM MUNICIPAL TRANSPORTATION BR **416-248-3621**
TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the

appropriate municipal council.

TR & COMM ONT HIGHWAY TRANSPORT BOARD **416-965-1845**
TR & Comm Ont Highway Transport Board, an administrative tribunal, serves the people of Ontario by certifying to the Minister of Transportation & Communications the public necessity and convenience of highway transport services, resulting in the issuance of licences for the carriage of goods and/or passengers for compensation.

TR & COMM ONT NORTHLAND TRANSPORTATION COMM **705-472-4500**
TR & Comm Ont Northland Transportation Comm (ONTC) in North Bay supervises services in Northern Ontario such as air services (norOntair), highway and railway services (including the Polar Bear Express), marine services (including ferry services to Manitoulin), transport and communications services. The Ontario Northland Transportation Commission has a sales office in Toronto, phone: 965-4268.

TR & COMM ONT TELEPHONE SERVICE COMMISSION **416-248-3831**
TR & Comm Ont Telephone Service Commission is responsible for regulating the providers of telephone services under provincial jurisdiction, under the Telephone Act. There are 40 telephone systems under the jurisdiction of the Ontario Telephone Service Commission. Bell Canada is not under this jurisdiction; it reports to the Canadian Transport Commission.

TR & COMM PERSONNEL BR **416-248-3643**
TR & Comm Personnel Br performs the personnel functions for the Ministry of Transportation & Communications. For a description of branch activities, see first entry under personnel.

TR & COMM POLICY DEVELOPMENT BR **416-248-3711**
TR & Comm Policy Development Br develops Ontario government policy in the communications field. Activities include: development of broadcasting and cable policy (248-3961); interventions before the Canadian Radio-Television Commission to express Ontario policy, and intergovernmental contact with other provincial and federal agencies (248-3731); communications research. To the extent possible, the branch acts upon customer complaints regarding cable television service (248-3961). Maintains liaison with broadcasting and cable industries. Has a data bank of information on people served by broadcasting and cable firms, television viewing habits, citizens' perceptions on communications issues (248-3731).

TR & COMM PRIORITY DEVELOPMENT BR **416-248-3551**
TR & Comm Priority Development Br assesses provincial road requirements and develops construction program to meet these requirements.

TR & COMM PROJECTS PLANNING BR **416-248-3891**
TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

TR & COMM PROPERTY BR **416-248-3213**
TR & Comm Property Br is responsible for policies and procedures pertaining to the appraisal and acquisition of property required for Ministry programs. This includes expropriation and land management. Contact regional offices. In Metro Toronto, call Central Region, 248-3455.

TR & COMM PUBLIC & SAFETY INFORMATION BR **416-248-3501**
TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising, press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

TR & COMM STRUCTURAL OFFICE **416-248-3492**
TR & Comm Structural Office, Engineering Services Branch designs bridges and retaining walls on highways and prepares

plans and contract documents for their construction. Reviews proposed designs of municipal bridges and culverts and inspects them to determine safe loads, maintenance needs and structure life. Recommends enactment of muncipal load limit bylaws. Generates and maintains structural standards, structural manuals and handbooks and design aids.

TR & COMM SUPPLY AND SERVICES BR **416-248-3178**
TR & Comm Supply and Services Br provides the Ministry with a variety of services. Tenders Office (248-3651) advertises and supplies information on construction and supply contracts and conducts public tender openings. Purchasing & Supply Office (248-3361) purchases and disposes of all motor vehicles used by the Ontario government; purchases construction, maintenance and operating supplies and equipment. Supply Services Office (248-3853) operates a central garage service, instruments repair service; maintains control of movable assets. Special Services Office (248-3364) provides the usual administrative services, including accommodation design and control, office furnishings; establishes sites for and inspects freeway service centres. Records Services Office (248-3531) maintains a reference library related to ministry programs; prepares manuals, publications, maps and photographs for ministry and public distribution; performs records management function. Graphic Services Office (248-3557) provides art, display, reproduction facilities.

TR & COMM SURVEYS AND PLANS OFFICE **416-248-3248**
TR & Comm Surveys and Plans Office, Engineering Services Branch provides the ministry with: aerial and ground surveys relative to remote sensing, computer graphics, photogrammetric plans, cartographic maps, legal survey plans and documents. Maps are also available to the public. Contact regional or district offices.

TR & COMM SYSTEMS DESIGN BR **416-248-3528**
TR & Comm Systems Design Br supports the ministry in the general area of highways design, including electrical work. Reviews, updates and develops new design policies, procedures, standards and technology for use by the Regional Systems Designers. Analyzes and monitors regional application of these standards. Reviews and processes design contract document packages. Supplies special engineering design services; prepares detailed design of electrical facilities for ministry projects.

TR & COMM SYSTEMS PLANNING BR **416-248-3715**
TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance;

develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

TR & COMM SYSTEMS RESEARCH DRIVER VEHICLE 416-248-3938
TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

TR & COMM SYSTEMS RESEARCH HIGHWAY WAYSIDE 416-248-3488
TR & Comm Systems Research Highway Wayside Equipment Research. The Systems Research & Development Br develops traffic barriers which protect maintenance personnel on highways from hazard of impacting vehicles. Develops illumination design systems, including advance fog warning systems, cable barriers. Monitors highway lighting performance and develops means of reducing roadway accidents occurrence and severity.

TR & COMM SYSTEMS RESEARCH HUMAN & SOCIAL 416-248-3991
TR & Comm Systems Research Human & Social Factors Research. The Systems Research & Development Br aims to improve public transportation service acceptability by studying rider attitudes, preferences, etc. concerning all conventional modes of transport, as well as Dial-a-Bus and Trans-Cab. Studies social impact of ministry programs through citizen involvement procedures. These include the effects of noise and land-use implications resulting from transportation improvements.

TR & COMM SYSTEMS RESEARCH MOTOR VEHICLE 416-248-3991
TR & Comm Systems Research Motor Vehicle Systems Research. The Systems Research & Development Br conducts research on traffic management systems (e.g. computerized municipal and freeway traffic control), vehicle dynamics (e.g. braking and

handling of cars and commercial vehicles), and motor vehicle operations and equipment (e.g. fuel economy, vehicle safety).

TR & COMM TRAFFIC CONTROL OFFICE **416-248-3781**
TR & Comm Traffic Control Office develops and implements policies, standards and procedures for traffic control devices such as highway signs, signals, illumination, speed zoning, etc. Develops improvements in traffic control techniques and devices and assists in municipal traffic studies and improvements. Provides traffic data collection service for other branches of the ministry. Conducts Freeway Surveillance Program. Contact regional or district offices.

TR & COMM TRANSIT SYSTEMS BR **416-248-3771**
TR & Comm Transit Systems Br conducts research on the current state of transit technology, and related development work, in order to identify areas of improvement. Advises the ministry on technological developments as they relate to ministry transit policy, and coordinates research and development work on transit with other agencies and jurisdictions. Current research program includes: Light Rail Transit (LRT); transit infrastructure, systems operations; electrical power engineering and transit control systems.

TR & COMM VEHICLE LICENSING OFFICE **416-965-1226**
TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

TRADE

416-767-1163
Ag & Food Ontario Stock Yards Board operates under the federal Livestock & Livestock Producers' Act because of interprovincial trade. Some of the duties of the Ontario Stock Yards Board are to provide facilities for the weighing of livestock and supervising all scale operations. Sales agencies operating in the yard are licensed by the board to act as representatives in the selling of livestock.

416-965-5715
Ind & Tour Americas Br, in centres in the U.S.A., Mexico and Brazil, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and

international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support development of tourism industry. The Ind & Tour Overseas Br performs the same functions in Europe and Japan.

416-965-1015

Ind & Tour Domestic Marketing Br assists Ontario manufacturers in obtaining maximum sales in the domestic marketplace. Commodity marketing consultants are available to discuss sales potential and marketing techniques for consumer or industrial products. Current information is available on agents and distributors throughout Canada, trade shows, marketing opportunities, marketing forums and sales-oriented seminars and related items.

416-965-5711

Ind & Tour Industrial Development Br provides services to Ontario manufacturers. For tax information, regulations, etc. on doing business in Ontario, contact 965-5711 or regional office. For assistance in finding manufacturing opportunities by way of licensing, joint ventures, contracts and inventions through trade missions abroad, bulletins, Manufacturing Opportunity Days (MOD) and Shows (MOS) contact 965-5491 or regional office. Also provides advisory services to municipalities on industrial development planning and programs. Contact 965-1176 or regional office.

416-965-2581

Ind & Tour International Marketing Br has marketing consultants who provide assistance, guidance and expertise in international marketing techniques for Ontario manufacturers. Programs include: trade missions abroad; export seminars; assistance in expansion of business interests abroad through establishment of licensing arrangements, joint ventures and branch plants where export from Ontario is not feasible; exhibits at international trade fairs. The branch arranges for international buyers to come to Ontario to meet with manufacturers and negotiate sales agreements. Encourages participation in consortia for group approach to foreign markets or specific projects. Advises on and refers businesses to proper source of financial assistance in exporting their products.

416-965-4566

Ind & Tour Management Services Br Management Services Section provides management programs and systems coordination. Records Services Section (965-1873) provides records and forms control and central filing. Library Services Section

(965-3365) has information on international trade, technology, tourism, small business, industry and related subjects. Permits access to its facilities for research purposes.

416-965-5715

Ind & Tour Overseas Br, in centres in Europe and Japan, assists Ontario business to develop trade leads and sales outlets abroad. Investigates marketing problems, screens potential licensees or joint ventures partners, and organizes trade or Business Opportunity Missions (BOM) and international trade fairs. Provides counselling to foreign companies seeking manufacturing, industry investment opportunities in Ontario. Counsellors encourage Ontario tourism and support developmemt of tourism industry. The Ind & Tour Americas Br performs the same function in the U.S.A., Mexico and Brazil.

416-965-4011

Ind & Tour Strategic Planning Br assists offices of the Minister, Deputy Minister and Ministry Policy Committee in the coordination of ministry policy planning. Provides: long range planning for development of industry, trade and tourism in Ontario; Ontario comment to the Federal Government on Foreign Investment Review Agency (FIRA) and General Agreement on Tariffs and Trade by the world's trading nations.

416-965-4008

Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

416-965-4347

Ind & Tour Trade Research Br analyzes Ontario exports, and imports and exports by country and commodity, and supplies this information to business and others interested in foreign trade. Market statistics on exports, foreign markets, industry and manufacturers are available.

416-965-2999

TE & IA Economic Policy Br researches and advises the

Ministry on medium and long term socio-economic policies and strategies. Studies foreign ownership, foreign trade policy, Competition Act, housing, energy, and anti-inflation programs.

TRADE CERTIFICATION

416-965-4211

Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

TRADE SCHOOLS

Trade Schools, see Private Vocational Schools

TRADE UNIONS

Trade Unions, see Unions

TRAFFIC

416-965-7338

Att Gen Crown Attorneys' Office, Judicial District of York, prosecutes all Criminal Code of Canada offences occurring within this Judicial District. The Crown Attorneys inform police, lawyers and the public on general matters related to such offences. Members attend coroners inquests as agents for the Solicitor General. The office supervises prosecutions of Highway Traffic Act offences in Provincial Courts within the Judicial District. Office activities include keeping of County Court Clerk's records, issuance of court papers and subpoenae, preparation of probation orders, collection of fines and restitution, holding bail monies for disposition, issuance of bailiff's licence and investigating complaints against bailiffs. Inquiries on these matters outside the Judicial District of York should be referred to the appropriate county court.

416-965-7502

Att Gen Systems Development Br, Programs and Administrative Division, provides the Ministry with a resource of personnel skilled in various management techniques. Provides analysis and design of systems, applying some of these to computer

operations, to realize adequate and less costly administration of justice. One such system is the County of York Court Loading and Operation System (CYCLOPS II) which is a loading and scheduling system for minor traffic courts in this Judicial District, combined with complete administrative control over the Summons Office and the Court Offices. Sub-functions of this program include the North York traffic tribunal system and the driver licence suspension system. The Branch provides flowcharts of the activities of the courts; namely, the civil process, criminal proceedings and family court functions. These charts are used in the Bar admission course and by universities, colleges and high schools.

416-965-4405

Sol Gen OPP Traffic Division enforces vehicle traffic laws. investigates complaints about all aspects of traffic, and analyzes collisions of vehicles to determine how to make highways safer.

416-248-3665

TR & Comm Maintenance Br develops and implements standards, policies and procedures for maintenance of roads and highways, including landscape, structures and electrical devices on highway rights-of-way. Monitors maintenance operations to ensure compliance with standards. Prepares and controls annual maintenance budget, including day labour construction. Prepares landscape design and design for electrical traffic control devices. Prepares policy and administers permits for signs and buildings on highway rights-of-way. Manages fleet of vehicles and equipment for the Ministry, and guides garage personnel on fleet management.

416-248-3991

TR & Comm Systems Research Motor Vehicle Systems Research. The Systems Research & Development Br conducts research on traffic management systems (e.g. computerized municipal and freeway traffic control), vehicle dynamics (e.g. braking and handling of cars and commercial vehicles), and motor vehicle operations and equipment (e.g. fuel economy, vehicle safety).

416-248-3781

TR & Comm Traffic Control Office develops and implements policies, standards and procedures for traffic control devices such as highway signs, signals, illumination, speed zoning, etc. Develops improvements in traffic control techniques and devices and assists in municipal traffic studies and improvements. Provides traffic data collection service for other branches of the ministry. Conducts Freeway

Surveillance Program. Contact regional or district offices.

RAILERS

416-965-1226

TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

RAILS

416-527-1158

Cult & Rec Royal Botanical Gardens (RBG) in Hamilton consists of 2000 acres of developed gardens and natural areas, 27 miles of interpretive nature trails. Educational programs range from courses for children and adults on horticulture and botany, to credit courses at universities. The Royal Botanical Gardens also offers the public extensive information on, and identification of, ornamental plants, native plants, poisonous plants, edible and poisonous mushrooms, and ornithology. Tours can be arranged.

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

RAINING

416-965-6149

Ag & Food Agricultural Manpower Services Br assists Ontario farmers with their manpower requirements by providing: a placement service for full-time farm employees; a labour pool

service in West Toronto that places seasonal employees on farms within commuting distance of Toronto; training programs and advisory services for farm workers; financial assistance for the construction of housing to accommodate seasonal farm workers. Also provides opportunities for students and young agriculturalists to broaden their knowledge by working in Ontario farms.

416-965-4162
Civ Serv General Services Br French Language Program provides French language training to both provincial and federal government employees. It has a language laboratory. Classes are also held in Ottawa, Sudbury and North Bay.

416-965-1438
Civ Serv General Services Br Staff Development and Training Section identifies training and development needs of employees in the Ontario government. Develops appropriate learning experiences to meet these needs, and evaluates the effectiveness of this training. There is a Staff Development Centre in Kempenfeldt Bay, Barrie, Ontario (tel. 705-728-2321).

416-965-1483
Civ Serv Graduate Recuitment Unit serves all ministries by assisting personnel branches in the recruitment of graduates for permanent positions in the Ontario Public Service (OPS). Maintains information on Canadian educational institutions. Develops publicity and handles inquiries on the OPS. Provides information to placement directors and secondary school guidance counsellors at all Ontario educational institutions. Coordinates recruitment visits to institutions and maintains an inventory of college and university graduate applications. Is also responsible for the recruitment, including training of interviewers, and runs the administrative trainee program.

416-965-1483
Civ Serv Personnel Admin Br Central, provides consultative and administrative services to the ministries that do not belong to the three policy fields, in addition to these offices: Management Board, Civil Service Commission, Provincial Auditor's, Lieutenant Governor's, Legislative, Policy Field Secretariats, Premier's and the Cabinet. Other duties include: development and administration of manpower planning, development and implementation of management compensation plans, provision of technical (personnel) training and career counselling services. Coordinates a centralized program for placement of redundant personnel.

416-965-1463
Civ Serv Staffing Policy Br develops policies and guidelines on staffing function of personnel management, which affects recruitment, training, career planning & appraisal of employees. This also includes planning for changes in staff needs and in employee expectations.

416-965-2720
Coll Univ College Affairs Br is responsible for delivery of the ministry's institutional training programs. Coordinates and administers the development of post-secondary and adult education through Colleges of Applied Arts and Technology (CAATs), often called community colleges. Colleges work closely with Canada Manpower for occupational training of adults. For information about courses, contact local colleges. The branch is also responsible for registration, regulation, inspection and control of private vocational schools, and for Registered Nursing Assistant (RNA) schools. For information about private vocational schools, contact 965-9127. For information about RNA schools and the RNA program, contact 965-4051.

416-965-4211
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-6134
Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of

the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-5375

Coll Univ Program Resources Br develops training standards and outlines, coordinates curriculum, and generally supports the training programs undertaken by the ministry's training delivery branches: College Affairs (Institutional), and Industrial Training.

416-965-8455

Comm Soc Mental Retardation Community Resources Br provides funding and program support for community-based programs in accommodation, work, training and support services for the mentally retarded. These services are administered by local organizations, particularly local associations for the mentally retarded. Contact local Mental Retardation Coordinator in district office.

416-965-2376

Comm Soc Rehabilitation Br provides assessment of physical, mental and emotional disability of handicapped adults, as well as vocational training, employment placement and financial assistance to people in counselling, rehabilitation and training programs. Provides necessary prosthetic equipment. Capital grants are available to approved sheltered workshops. Operating and debt retirement assistance available for half-way houses and group homes for physically handicapped, alcoholics, ex-offenders, emotionally handicapped and socially disadvantaged adults. Contact district office.

416-965-6211

Comm Soc Training & Staff Development Br ensures competence of ministry staff through three sub-units. Area Staff Development Offices throughout Ontario maintain liaison with ministry district offices and mental retardation facilities to identify and respond to training needs. Officers also serve related social agencies such as Children's Aid Societies and municipal social services. The Human Resource Unit assesses ministry manpower needs and recommends social welfare training requirements to the Industrial Training Br, Ministry of Colleges and Universities. Program Design Implementation Unit designs and delivers training programs.

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The

multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

416-965-6621
Cult & Rec Community Information Services program provides eligible individual community information centres with funding through grants and advises them on matters such as information management, policy, staffing and volunteer training. Contact field offices.

416-844-8171
Cult & Rec Ontario Sports Training Centre (OSTC) in Oakville is now being developed, with construction to start in 1976, tentative completion in 1979. To be built in stages, the Ontario Sports Training Centre is designed for training of amateur athletes and to serve as a sports competition and conference centre. Phase I facilities include an outdoor stadium, an indoor fieldhouse, multiple gymnasiums, a natatorium, and residence-seminar facilities. Twenty-three amateur sports are included in this phase, with the sport governing bodies recommending athletes for training. The Recreation Facilities Research Project under the OSTC is being created to gather and disseminate information about planning, design, construction and operation of sports, recreation and fitness facilities.

416-965-2625
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and universities; leisure education, training teachers within the school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadership resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele,

such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-5635

Educ Educational Exchange & Special Projects Br encourages educational and cultural exchanges of students and teachers (Tel. 965-5635), and may provide grants for these projects. Projects include: Educational Exchange Programs (965-5989), Ontario Young Travellers (965-6329), School Twinning Programs, e.g. Project Canada, Project School-to-School, Project Japan (965-5629), Teacher Exchange Programs (965-5996). Also operates the Ontario Student Leadership Centre (OSLC) which accepts secondary school students for a series of training courses in leadership through physical education and athletics, music, student government (965-5989).

416-965-1491

Env Technical Services Br ensures that construction of sewage and water treatment facilities meet ministry requirements by reviewing designs and providing equipment performance analysis and maintenance information. Operates marine deep water sampling fleet. Provides technical training of ministry and municipalities' treatment plant operators. Provides cartographic and drafting service to the ministry and Ontario municipalities.

416-965-2187

Govt Serv Records Services Br advises and assists ministries and agencies in the economic and efficient management of records, forms, microrecording, correspondence, reports. Operates the records centre which provides secure storage for inactive government records and security copies of computer tapes and microfilm. Coordinates standard forms activity to ensure economy in government forms. Publishes guide to records retention requirements for business and industry. Handles government training on all aspects of records management.

TRAINING SCHOOLS

Training Schools, see also Correctional Institutions

416-965-5263

Corr Serv Central Facilities Services coordinates purchasing, inventory control and minor construction, renovations and maintenance in existing ministry offices, correctional institutions, forestry camps and training schools. Office Services Section (phone: 965-2071) provides mail and messenger, stationery and printed forms stores, and

duplicating services for the ministry. See first entry under administrative services for further description of this function.

416-965-2051
Corr Serv Group Homes Br Juvenile Div. The division serves juveniles (under 16) who are on probation, in group homes, in training schools, or under supervision of probation and after-care officers. The Group Homes Branch promotes group homes as an alternative to training schools, providing juveniles an opportunity for growth in the community. Group homes are on contract with the ministry. A variety of staffing and organization models exist among homes, serving varied needs. Community resources and training schools are used for reassessments. Area coordinators work with homes, providing general support and liaison with other ministry branches and agencies.

416-965-7056
Corr Serv Inspection And Standards Br regularly inspects provincial correctional institutions and training schools housing juvenile and adult offenders, to ensure their safety, security and well being. Also conducts internal investigations when requested by the ministry.

416-965-5975
Corr Serv Planning And Research Br conducts corrections research to develop policy, long-range planning and construction design standards for correctional institutions, training schools and other correctional facilities. Evaluates effectiveness of ministry rehabilitation programs. With research advisory committee, reviews all applications from outside investigators to obtain access to inmates, records and staff of correctional institutions. Also reviews requests for grants for research in the corrections field.

416-965-1083
Corr Serv Probation and After-Care Juvenile Br serves youth (under 16) on probation, and wards of training schools. Province-wide offices work with juveniles and their families. Non-clients also are advised.

416-965-6424
Corr Serv Volunteer Programs Br coordinates volunteer work in helping the ministry in its rehabilitation programs for probationers and adult offenders in provincial correctional institutions and juveniles in training schools. Operates an information bank of resource material concerning volunteer involvement.

TRANSCRIPTS

416-965-2611

Educ Financial Management Br, besides the normal functions of financial management (965-2611), accounting (965-2612), and audit (965-5833), collects outstanding loans made under the Ontario Student Aid Loan Plan, a student aid program discontinued in 1964. Also collects fees for summer courses offered to teachers and for duplicates of students' transcripts and teachers' certificates.

416-965-2609

Educ Information Systems & Records Br is in charge of: issuance of elementary & secondary school teaching certificates (965-2639); evaluation of teaching qualifications (965-6126); evaluation of academic qualifications, including those of Ontario landed immigrants (965-1357); admission of teachers to Ministry summer courses (965-4487); secondary school diplomas, scholarships, bursaries, and transcripts of student records (965-5384); transcripts of teacher training courses (965-2639); and inspection of private schools (965-6802). The Branch does not evaluate foreign education documents for entry into elementary and secondary schools, or post-secondary documents for entry into a college or university, for employment or any other purpose.

TRANSIT

416-630-2635

Toronto Area Transit Operating Authority (TATOA) was created to design, establish and operate an inter-regional transit system serving Metro Toronto and the regional municipalities of Peel and York. Manages GO Transit, a commuter railway service operated by Canadian National Railways, and a commuter bus service operated by Gray Coach Lines and Trailways of Canada. For information on timetables and fares phone local GO Transit number.

416-248-3621

TR & Comm Municipal Transportation Br provides subsidies to municipalities for the construction and maintenance of roads, bridges and subways, for the purchase of capital assets and to offset operating deficits for public transit. Coordinates demonstration transit projects. Provides all road services on a cost sharing basis to Local Roads Boards, Statute Labour Boards and groups of people in unincorporated areas of the province. Complaints about local roads under the jurisdiction of municipalities should be referred to the appropriate municipal council.

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

416-248-3715

TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance; develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

416-248-3771

TR & Comm Transit Systems Br conducts research on the current state of transit technology, and related development work, in order to identify areas of improvement. Advises the ministry on technological developments as they relate to ministry transit policy, and coordinates research and development work on transit with other agencies and jurisdictions. Current research program includes: Light Rail Transit (LRT); transit infrastructure, systems operations; electrical power engineering and transit control systems.

RANSLATION

416-965-2891

Cult & Rec Translation Bureau provides translation services

for government ministries and special purpose bodies, and for landed immigrants who need official documents translated in order to find work or pursue their training in Ontario.

TRANSPLANTS

416-965-6678

Sol Gen Chief Coroner's Office, 26 Grenville St., Toronto M7A 2G9 investigates sudden and violent deaths; warns the public re prevention of similar deaths; orders autopsies for medical legal reasons; conducts inquests; signs certificates for cremation and for shipment of bodies out of Ontario; completes medical certificates of death in coroners' cases; supplies Schools of Anatomy in Ontario with donated and unclaimed bodies; inspects such schools to ensure that bodies are treated with dignity and respect; answers questions re body bequeathals for anatomical dissection & transplants. To contact Regional Coroners, York Region, phone 416-965-6678, Toronto; Niagara Region, phone 416-684-4776, St. Catharines; Kenora Region, phone 807-223-6956, Dryden.

TRANSPORTATION

416-965-5288

Ind & Tour Service Industry Br extends ministry resources to service industries, i.e., those whose products cannot be inventoried or where production and consumption are simultaneous. This includes service to manufacturing, computer, retail, wholesale, transportation and film industries. Consultants provide counselling on how to establish and manage these operations. Reference files are available on service industry firms based on category and geographical location. Conducts long range reviews on certain specialized industries. Contact regional office.

416-248-3661

TR & Comm Construction Br develops policy for the administration of the province's transportation (e.g. roads and highways) construction program. Prepares contract documents and approves contractors' schedules. Generally supervises construction projects, including funding, and provides liaison with contractors and property owners. Monitors District Offices in inspection of construction work to ensure ministry standards are met. Provides quality control of soils, asphalt and concrete by field and laboratory testing.

416-248-3355

TR & Comm Engineering Research & Development Br undertakes technical and scientific research on pavements, structures, materials, earth and environmental resources as related to transportation facilities. Research reports are published.

The branch also has information on studded tires.

416-248-3891

TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

416-248-3715

TR & Comm Systems Planning Br determines the needs of highway systems and conducts annual assessment of their performance; develops and evaluates short-term and long-term transportation strategies which will best meet social, economic and environmental requirements in the context of overall provincial and regional development objectives (Tel. 248-3066). Establishes standards and objectives for various ministry programs such as urban transit, provincial transit, highways and county and regional roads (Tel. 248-3066). Provides systems planning forecasts and recommendations on major road and public transportation facilities in urban areas; provides financial and technical assistance to municipalities for their transportation system planning studies (Tel. 248-3795).

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

416-248-3991

TR & Comm Systems Research Human & Social Factors Research. The Systems Research & Development Br aims to improve public transportation service acceptability by studying rider attitudes, preferences, etc. concerning all conventional modes of transport, as well as Dial-a-Bus and Trans-Cab. Studies social impact of ministry programs through citizen involvement procedures. These include the effects of noise and land-use implications resulting from transportation improvements.

TRAPPING

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

TRAVEL

416-965-4241

CCR Central Registration Br provides actual registration functions and maintains central registry of businesses that are registered under the following Acts: Consumer Protection, Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Industry, and dealers of paperbacks and periodicals. Answers inquiries from government agencies and the public as to whether such businesses are registered.

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen

of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-8102
CCR Commercial Registration Br protects the public interest by administering the annual licensing of businesses under these acts: Motor Vehicle Dealers, Real Estate and Business Brokers, Travel Agents, Bailiffs, Collection Agencies, Mortgage Brokers, and Consumer Reporting. Contact Queen's Park or regional offices.

416-965-1318
CCR Travel Industry Act, to protect the financial interests of Ontario travellers, and to ensure ethical conduct and good travel service, requires the registration of travel agents, travel wholesalers and travel salesmen. Complaints are investigated. Contact Queen's Park or regional offices.

416-965-4004
Ind & Tour Advertising Services Section promotes tourism in Ontario through advertising in consumer media and travel trade publications. Also advertises industry and trade development in Ontario and abroad. Agency of Record purchases advertising print space and broadcast time for all ministries, boards and commissions of the Ontario Government. Government information communications program (Ontario 20) provides government information to ethnic and non-urban communities through weekly newspapers, ethnic publications, radio and television.

416-965-4008
Ind & Tour Tourism Marketing Br promotes Ontario travel, conventions and sales meetings in Ontario, in the United States and overseas. Customer Sales and Service Section (965-4008) provides travel counselling to the public by supplying information and publications on events, attractions, facilities and tours. Provides up-to-date ski reports and campgrounds vacancy information. In Toronto call or visit the travel centre at 900 Bay St., 3rd flr., Hearst Block. Elsewhere in Ontario call or visit Travel Information Centres. The branch also provides assistance to twelve Regional Travel Associations, and advertises Ontario to the consumer travel trade.

416-965-9489
Legislative Assembly Office Administrative Office provides financial, personnel and associated administrative services

for each Member of Provincial Parliament (MPP) and his or her staff, and the various offices under the Office of the Legislative Assembly. Information and Tours Services (965-4028) conducts tours of the Legislative Building for school groups, associations and individuals. Art tours of the Macdonald Block are booked upon request. Provides visitors with Ontario travel information and direction to various government offices. Bilingual guides are available. Stewards Branch (965-7651) administers the Members Lounge which offers MPPs facilities for luncheons, dinners, receptions. Press Clipping Service (965-2088) provides MPPs with press clipping service.

TRUCK

416-965-2217

TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

TRUST COMPANIES

416-965-4247

CCR Superintendent of Insurance issues licences to, and regulates loan companies, insurance companies, investment contract companies, trust companies, credit unions, cemeteries, prepaid hospital and medical associations, mutual benefit and fraternal societies. Answers inquiries on insurance plans and premiums; advises policyholders involved in claims disputes. Licenses insurance agents, brokers, salesmen, adjusters, and investigates alleged wrongdoing by them.

TRUSTEE

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive

funds in trust for perpetual care of cemeteries.

TUBERCULOSIS

416-965-2528

Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

TURTLE

416-965-7883

Nat Res Fisheries Br provides information on fishing conditions and regulations, open seasons, limits, licences, fish farming regulations, fish identification and conservation, mercury levels, lamprey, frog, turtle and snake identification, fish hatcheries, fish sanctuaries, freeze-up and break-up. Commercial Fish Section (965-3345) coordinates, regulates and licenses all commercial fishing in Ontario. The Branch can also supply information on the physical and chemical characteristics and improvement of lakes, rivers and streams as well as depth charts, shorelines, access and fishing maps. Contact district offices.

TVONTARIO

416-484-2600

Cult & Rec O E C A. The Ontario Educational Communications Authority produces and distributes television programs of an educational nature through its TVOntario network (Channel 19 Toronto, 24 Ottawa, 28 Kitchener, 18 London, 59 Chatham and 32 Windsor) and cable television companies. The Ontario Educational Communications Authority also has a video tape distribution system that allows broadcasting of educational television programs in schools and by the general public. Produces VIPS (video and audio tapes) catalogues listing all programs available through the OECA.

UNBORN

416-965-1865

Att Gen Official Guardian represents the civil rights of persons under a legal disability usually under 18 years of age, or mentally incompetent, as well as unborn and absentee persons. The Official Guardian also makes recommendations to the Court regarding the care, custody and maintenance of children in divorce cases. The Official Guardian's

jurisdiction is province-wide.

UNCONDITIONAL GRANTS

416-965-3505

TE & IA Intergovernmental Finance & Grants Policy Br coordinates provincial policy on transfer payments to local sector. Advises Cabinet on proposed changes to existing provincial-municipal grant structure, including deconditionalizing of various specific grants. Develops budget options for assistance to local government and monitors Ontario's revenue sharing commitment. Advises Treasurer and Cabinet on options for unconditional grants. Reviews and coordinates provincial policy in federal-provincial shared-cost programs, and federal-provincial equalization formula. Provides assistance to other provincial ministries in negotiations with federal government.

UNEMPLOYMENT

Unemployment, see Employment

UNIONS

416-965-2515

CCR Credit Unions Br sets minimum standards for, and supervises, credit unions and caisses populaires. These standards govern the incorporation, management audit and dissolution of credit unions.

416-965-0204

Labour Ontario Labour Relations Board administers those sections of the following acts which establish collective bargaining rules: Ontario Labour Relations Act for employers & employees in the private sector within provincial jurisdiction; Hospital Labour Disputes Arbitration Act for employees in hospitals; Colleges Collective Bargaining Act. Also administers unfair strike and lockout declarations and consents to prosecute under the School Boards and Teachers Collective Negotiations and Provincial Schools Negotiations Acts. The Ontario Labour Relations Board deals with accreditation of employee trade unions and construction industry employer organizations; investigates unfair labour practice by unions and employers; rules on the legality of strikes and lockouts; conducts arbitration hearings for the construction industry. The Board cannot advise on rights and duties in situations that may come before it.

UNITED WAY

416-965-6489

Civ Serv General Services Br Community Liaison Section assists local community funds, such as the United Way, by

organizing the voluntary contributions of Ontario government employees. Payroll deductions are made and donated to the appropriate fund.

UNIVERSITIES

416-965-6134

Coll Univ Information Resources Br, in addition to the information service function of explaining and publishing material on ministry programs, answers questions from students, guidance counsellors and parents about the Ontario Student Assistance Program (OSAP), admission requirements to post-secondary programs, colleges and universities, including apprenticeship programs. Maintains statistics (Tel. 965-5477) on full and part-time post-secondary instruction in colleges and universities, manpower retraining, apprenticeship training, private vocational schools. Provides statistical data service for the Legislature to supplement policy, planning and administrative activities of the ministry, and provides the ministry with research consulting and advisory services. It is responsible for the library (965-1451) that serves the ministry and other government agencies, and others through interlibrary loans.

416-965-2150

Coll Univ Institutional Accounting and Architectural Services Br administers all transfer payment programs to universities and Colleges of Applied Arts and Technology (CAAT) and related institutions for operating and capital purposes. Prepares claims on federal-provincial cost sharing programs. Maintains an overview of the physical facilities of universities and colleges, and provides architectural advice to the ministry. To refer specific inquiries, phone 965-5237 for transfer payments (operating); 965-5238 for capital funds; 965-5239 for shared cost programs; 965-6563 for architectural services.

416-965-5233

Coll Univ Ontario Council on University Affairs (OCUA) is an advisory body to the Minister of Colleges and Universities and to the Lieutenant Governor in Council on matters concerning the 15 provincially-assisted universities, Ryerson Polytechnical Institute, the Ontario Institute for Studies in Education, the Ontario College Of Art, and the Bar Admission Course (Law Society Of Upper Canada). For general information re universities, contact Coll Univ Information Branch, Toronto, 965-6134.

416-965-3870

Coll Univ University Affairs Div is responsible for administering the provincial grants to Ontario universities.

In this regard the division develops and analyzes policy proposals with reference to university operations and their funding, implements policy decisions and maintains ministry-advisory council relations and university-government relations in general.

416-965-2666

Educ Planning And Research Br disseminates education statistics to school boards, colleges and universities. Provides in-house planning services to the ministry, except school facilities planning. Provides grants for educational research proposed by qualified researchers in Ontario educational organizations (phone: Toronto 965-3141). Publishes research findings on ministry research contracts and grants through the Ontario Government Bookstore.

416-965-7196

Ind & Tour Industry Technology Br provides consultative service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

416-965-5331

Ind & Tour Small Business Operations Div A. Operations Planning and Selective Placement Section provides professional and skilled manpower counselling and, in cooperation with Canada Manpower and Immigration, direct overseas recruitment assistance to Ontario employers. Contact Queen's Park office in Toronto, (Tel. 965-5331). Administers grants to business schools at Ontario universities for employment of their students in providing consultant services to small business during the summer vacation. Contact Queen's Park, (tel. 965-9380), or Ministry Regional Offices in Ottawa, London, Windsor, Kitchener, Sudbury and Thunder Bay. See also Ind & Tour Small Business

Operations Div B.

416-965-1671
TE & IA Municipal Finance Br maintains a municipal financial data system; publishes a Summary of Municipal Financial Statements (Bluebook); maintains a register of provincial grants, and a summary of mill rates. Monitors and evaluates fiscal capacity of local sector and how it is affected by various provincial policies. Studies all aspects of property taxation for the development of a new property tax system in Ontario. Acts as a resource centre of finance policy for regional/restructured governments. Monitors and advises on, municipal borrowings and investments. Administers Ontario Municipal Improvement Corporation (OMIC), Ontario Education Capital Aid Corporation (OECAC), and Ontario Universities Capital Aid corporation (OUCAC). Phone numbers: Coordination & Special Projects, 965-0577; Tax Reform, 965-2194; Finance Information, 965-2417; Regional & Restructured Governments, 965-1074; Municipal Borrowings, 965-2451.

UNORGANIZED TERRITORIES

416-965-1170
Health Community Health Protection Br NOPHS (Northern Ontario Public Health Services) provides direct public health services to the unorganized territories in Northern Ontario which are not served by local health units. Also provides public health inspection service to industrial camps in these areas. Contact regional office. See also other sections in Health Community Health Protection Br described separately.

416-965-9562
Housing Community Planning Advisory Br administers a program of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These include: preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for grants.

416-965-2826
Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social

and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

416-965-5403
Revenue Corporations Tax Br administers the Corporations Tax Act, the Provincial Land Tax Act and the Railway Fire Charge Act. The branch deals with corporations income tax and capital tax, clearances of liens on sale of real property, consents to revive or surrender charters or to dissolve a corporation voluntarily. Also answers land tax inquiries from taxpayers in unorganized territories in Ontario and gives refunds of corporation and land taxes. For information on Land Transfer Tax and Land Speculation Tax, call 965-1774.

UNWED MOTHERS

Unwed Mothers, see also Mothers

416-965-0176
Comm Soc Children's Serv Bureau Child Welfare finances, inspects and supervises Children's Aid Societies (CAS). Coordinates provincial, national and international adoption services. Prepares syndicated newspaper column, Today's Child. Children's Aid Societies provide preventive and social services, foster and group home parents for children, counselling on child abuse and adoptions, and counselling to unwed mothers. Contact local CAS. See also Comm Soc Children's Services Bureau Institutions and Day Nurseries sections.

416-965-1818
Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

UPHOLSTERED AND STUFFED ARTICLES

416-965-4728
CCR Commercial Registration Appeal Tribunal. This Appeal

Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-2127

CCR Upholstered And Stuffed Articles Br registers renovators and manufacturers of upholstered and stuffed articles; inspects premises of registrants as well as retailers of these articles. Investigates consumer complaints about stuffed furniture, mattresses, pillows, toys, etc. and tests filling material submitted to the branch. Contact Queen's Park or regional offices.

PPER CANADA VILLAGE

613-543-2951

Nat Res St Lawrence Parks Commission in Morrisburg maintains and operates parks, campgrounds and historic sites in the St. Lawrence Seaway valley. The St Lawrence Parks Commission has other facilities such as wildfowl sanctuary, maple syrup bush, riding trails, nature trails, marina, Upper Canada Golf Course, railroad museum, Loyalist Memorials, Upper Canada Village and Old Fort Henry. Student tours to last two attractions can be pre-arranged. The Upper Canada Village has facilities for winter recreation, such as ski cross country, snowmobiling, etc.

RANIUM

416-965-2493

Health Occupational Health Protection Br Occupational Health Service (Tel. 965-3610) acts as consultant to those responsible for providing in-plant health care facilities and a healthful working environment for employees. Sets standards and guidelines for chemical substances and physical agents used in the work environment; investigates exposures to toxic chemical agents and harmful physical agents and recommends controls. Environmental Health Studies Service (965-6375) studies the effects of environment and pollution on human health. Health Physics Service (965-8178) directs a program to protect the public from harmful effects of radiation other than X-Rays. Monitors areas around nuclear power stations and uranium mines for radioactive pollution.

URBAN RENEWAL

416-965-2826

Housing Community Renewal Br. Through shared cost programs with federal, provincial and municipal governments, the urban renewal project provides advice and grants to municipalities (with official plans) for land acquisition, redevelopment and rehabilitation of specific areas to correct physical, social and economic problems. This includes the Ontario Home Renewal Program that provides per capita grants to municipalities which will be offered as loans or grants to eligible owner-occupants of residential property for home renewal. Contact municipal offices. For those in unorganized territories, contact Ministry of Housing regional offices.

URN GARDENS

Urn Gardens, see Cemeteries

USED CAR

Used Car, see Vehicles

VACATION PAY

416-965-5251

Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

VACCINE

416-965-4236

Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

416-965-4094

Health Community Health Protection Communicable Diseases Section controls communicable diseases by collecting data and keeping local Public Health Officers aware of disease trends.

Provides Medical Officers with drugs for immunization and for treatment of leprosy, and with rabies vaccine and snake antivenin. Provides supplementary field service when necessary, to prevent and control disease. See also other sections in Health Community Health Protection Br described separately.

VEGETABLES

Vegetables, see Farm Products

VEGETATION DAMAGE

416-965-5778

Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

VEHICLE THEFT

416-965-8049

Sol Gen OPP Auto Theft Br provides assistance to all police forces on investigations of organized vehicle theft rings and the identification of suspect vehicles.

VEHICLES

416-965-4728

CCR Commercial Registration Appeal Tribunal. This Appeal Tribunal holds public hearings to review government administrative decisions denying, suspending or revoking registration of would-be or now licensed individuals and corporations; to review government originated cease and desist orders respecting advertising, selling and unfair business practices in the fields of: real estate and business brokers and salesmen, mortgage brokers, dealers and salesmen of motor vehicles, bailiffs, consumer reporting agencies, collection agencies, pyramidic schemes promoters, itinerant sellers, manufacturers and renovators of upholstered and stuffed articles, distributors of paperbacks and periodicals, travel agents and travel wholesalers.

416-965-6701

CCR Motor Vehicle Accident Claims Fund (MVAC) compensates victims of accidents caused by drivers of uninsured vehicles by administering the Motor Vehicle Accident Claims Act.

416-965-3025
CCR Motor Vehicle Dealers Br registers dealers and salesmen of new and used motor vehicles. Investigates complaints received in writing concerning transactions relating to the purchase and sale of motor vehicles. Contact Queen's Park or Regional Office.

416-965-5778
Env Air Resources Br sets air quality objectives and emission standards and assesses effect of land use on air quality. Conducts spot checks of vehicles to ensure compliance with auto emission control standards. Produces periodic air quality reports. Assesses immediate and long-term effects of air contaminants on vegetation and investigates vegetation damage claims. Conducts studies into technological developments, industrial trends and pollution problems, including lead and other emissions. Administers enviromental research grants. Contact regional office.

416-965-6967
Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-965-5115
Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-8049
Sol Gen OPP Auto Theft Br provides assistance to all police forces on investigations of organized vehicle theft rings and the identification of suspect vehicles.

416-965-4405
Sol Gen OPP Traffic Division enforces vehicle traffic laws. investigates complaints about all aspects of traffic, and analyzes collisions of vehicles to determine how to make highways safer.

416-965-6663
TR & Comm Drivers & Vehicles Regional Operations, through five Regional and thirteen District Offices in Ontario, serve the public by administering programs for the examination of drivers and for the safety and mechanical fitness inspection of vehicles. Driver licensing involves examination of applicants for operator's licences, chauffeur's licences, motorcycle licences, and for authority to drive a school bus. Issues annual, project, single trip and farm permits. Contact regional or district offices. In Metro Toronto, call Central Region, 965-1511.

416-965-2217
TR & Comm Highway Carrier Licensing Office issues licences to public vehicles (PV), e.g. every bus, and to public commercial vehicles (PCV), e.g. trucks and truck tractors, operating in Ontario beyond the urban municipality. Applications for cartage licences within a municipality should be made at the clerk's offices in municipalities. The branch will advise shippers of the extent of authority of any trucking company they may wish to have ship their goods. Contact regional office.

416-965-2162
TR & Comm Licensing & Control Div Safety Standards & Practices Br develops inspection procedures and rejection criteria & mechanical fitness standards for vehicles in use and used vehicles offered for resale. Develops safety standards for new vehicle and vehicle components, and manages vehicle component approval program. Acts as automotive engineering consultant for the Ministry of Transportation and Communications and at times for the Ministry of Industry and Tourism. Investigates heavy commercial vehicle collisions to find out means of improving vehicle design, maintenance and inspection. Develops legislation and regulations relating to vehicle and vehicle component design, and vehicle inspection.

416-248-3501
TR & Comm Public & Safety Information Br originates & coordinates programs and projects stressing safety in the operation of cars and commercial vehicles, school buses, motorcycles, mopeds, bicycles and snowmobiles. Provides information service for the ministry, including advertising,

press releases, speeches, internal and general publications, radio and TV commercials, audio-visual presentations, exhibits and the 'Go Safely' caravan. Originates and supplies school safety materials. Provides road bulletins and telephone road reporting service for the public and the media on condition of roads and highways in Ontario. For this service in Metro Toronto, contact 248-3561. Elsewhere in Ontario, contact TR & Comm regional or district offices.

416-248-3178

TR & Comm Supply and Services Br provides the Ministry with a variety of services. Tenders Office (248-3651) advertises and supplies information on construction and supply contracts and conducts public tender openings. Purchasing & Supply Office (248-3361) purchases and disposes of all motor vehicles used by the Ontario government; purchases construction, maintenance and operating supplies and equipment. Supply Services Office (248-3853) operates a central garage service, instruments repair service; maintains control of movable assets. Special Services Office (248-3364) provides the usual administrative services, including accommodation design and control, office furnishings; establishes sites for and inspects freeway service centres. Records Services Office (248-3531) maintains a reference library related to ministry programs; prepares manuals, publications, maps and photographs for ministry and public distribution; performs records management function. Graphic Services Office (248-3557) provides art, display, reproduction facilities.

416-248-3938

TR & Comm Systems Research Driver Vehicle Operations Research. The Systems Research & Development Br studies roadway operating characteristics of drivers and vehicles to improve safety and efficiency of road transportation. Analyzes statistics on road accidents. Monitors and evaluates effectiveness of seat belt legislation and lower speed limits in mitigating accident occurrence and seriousness of injury. Conducts studies on drinking and driving countermeasures and driver education.

416-248-3991

TR & Comm Systems Research Motor Vehicle Systems Research. The Systems Research & Development Br conducts research on traffic management systems (e.g. computerized municipal and freeway traffic control), vehicle dynamics (e.g. braking and handling of cars and commercial vehicles), and motor vehicle operations and equipment (e.g. fuel economy, vehicle safety).

416-965-1226

TR & Comm Vehicle Licensing Office registers motor vehicles, trailers and snowmobiles. Issues licences to all premises used for selling, repairing or dismantling motor vehicles, e.g. garages, vehicle dealers, etc. Contact local Motor Vehicle Licensing Office. Requests for information on ownership of a specific vehicle should be made in writing to: Ministry of Transportation and Communications, Macdonald Block, Queen's Park, Toronto, enclosing $3.00 fee.

VENDORS PERMITS

416-965-5772

Revenue Retail Sales Tax Br registers vendors and issues vendors permits to them. Regulates the collection of Retail Sales Tax. Collects tax under the Race Tracks Tax Act. Contact District Offices. In Metro Toronto, call 487-7161.

VENEREAL DISEASE

416-965-4058

Health Community Health Protection Br VD (venereal disease) clinics for the diagnosis and treatment of VD are located throughout the province. Provides advice to physicians re management of VD cases and educates public on all aspects of venereal disease. Contact local Public Health unit. In Metro Toronto, call any time, Tel. 965-3333. See also other sections in Health Community Health Protection Br described separately.

VETERANS

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-4891

Comm Soc Soldiers Aid Commission provides emergency welfare assistance to eligible war veterans and/or dependents who are in need. Administers trust funds accruing from bequests. Contact Commission or closest branch of the Department of

Veterans Affairs (DVA) or Royal Canadian Legion.

VETERINARY

416-824-4120

Ag & Food Agricultural Research Institute of Ontario inquires into research programmes on agriculture, veterinary medicine and household science. Stimulates interest in agricultural research as a means of developing efficiency in the production and marketing of agricultural products in Ontario. Research stations are in Guelph, Ontario; laboratories at the University of Guelph. In Toronto, contact 965-6695.

416-965-5841

Ag & Food Veterinary Serv Br Laboratory Section operates six veterinary laboratories that provide assistance to the livestock industry and veterinary practitioners by offering diagnostic, investigative, consultative and extension services. Carcasses and specimens from animals and poultry are submitted by veterinarians and farmers and tests are made to determine cause of disease. Administers the Ontario Hatchery Supply Flock Policy, involving monitoring procedures to control diseases of poultry; and the Fur Farms Act, requiring licences of fur farmers.

416-965-5841

Ag & Food Veterinary Serv Br Regulatory and Communicable Diseases Section administers the Acts that require: vaccination of cattle to control brucellosis; licences for livestock community sales; licences of persons involved in disposing of dead animals. Compensates owners of livestock that are destroyed by rabies. Provides consultative service to practising veterinarians and producers of cattle and swine. Provides grants to finance veterinary service in designated areas where livestock farms are sparsely located. Issues licences and inspects riding horse establishments, and Pregnant Mare Urine Farms (PMU) for the ultimate production of the hormone estrogen. Licenses those other than pharmacists & veterinarians, who sell livestock medicine. Requires registration of facilities that use animals for research. Provides grants to municipalities of under 50,000 people to construct or renovate pounds.

416-965-4236

Health Community Health Protection Br Food Control Services are the responsibility of the Veterinary Public Health Consultants. Deals with the safety of food in production, processing, distribution and service; food-borne illnesses; interpretation of regulations; interpretation of laboratory results. Provides information to consumers, the food trade and individuals wishing to enter a food business. See also

other sections in Health Community Health Protection Br described separately.

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Health Protection Br described separately.

VICTIMS

416-965-4755
Att Gen Criminal Injuries Compensation Board provides compensation to victims who have received physical injury as the result of an unprovoked crime of violence, or to the dependants of an innocent victim of a fatal occurrence. The Criminal Injuries Compensation Board also awards compensation to police and others taking part in law enforcement.

416-965-6701
CCR Motor Vehicle Accident Claims Fund (MVAC) compensates victims of accidents caused by drivers of uninsured vehicles by administering the Motor Vehicle Accident Claims Act.

VILLAGES
Villages, see municipalities

VISUAL ARTS
Visual Arts, see Arts

VOCATIONAL REHABILITATION
Vocational Rehabilitation, see Rehabilitation

VOCATIONAL SCHOOLS
Vocational Schools, see Private Vocational Schools

VOCATIONAL TRAINING
Vocational Training, see Rehabilitation

VOLUNTEER

416-965-6424
Corr Serv Volunteer Programs Br coordinates volunteer work in helping the ministry in its rehabilitation programs for probationers and adult offenders in provincial correctional institutions and juveniles in training schools. Operates an information bank of resource material concerning volunteer

involvement.

416-965-6621
Cult & Rec Community Information Services program provides eligible individual community information centres with funding through grants and advises them on matters such as information management, policy, staffing and volunteer training. Contact field offices.

416-965-4400
Sol Gen OPP Auxiliary Police Br consists of volunteer auxiliary police who report to regular detachments and assist with regular police duties. Apply at local OPP detachment. Requirements to become a member of the OPP auxiliary are exactly the same as those of the regular force.

VOTES AND PROCEEDINGS

416-965-1406
Legislative Assembly Office Clerk's Office. The Clerk is the principal Officer of the Legislative Assembly, and is responsible for procedure and the daily publication of the Order Paper and Votes and Proceedings, the official record of the activities of the House. The Clerk's Office will answer questions about the status of legislation before the House, and rules pertaining to Private Bills. Provides certified copies of bills, as well as subscriptions to Hansard, Bills, Votes and Proceedings, and Order Papers.

WAGES

416-965-2002
Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

416-965-5251
Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

416-965-6101

Labour Labour Research Br provides information on wages, labour relations, safety, collective bargaining, work conditions, unemployment. Provides internal policy analysis. Collects and analyzes Ontario Collective Bargaining Agreements (Phone: 965-6886). Maintains a library containing labour related material (Phone: 965-1641).

WASAGA PARK

416-965-6945

TE & IA Project-Townsite Development Group researches, designs, organizes & manages activities required to carry out such projects as: the development of new northern communities and/or expansion of existing ones to serve population growth from resource development activity, or special studies of areas affected by provincial policies such as the Wasaga Park Community Project. The Wasaga Park Project provides for the recreational needs of Southern Ontario by the development of a year-round multi-use park and the local community through land use policies and by providing the necessary public services and recreation facilities. The Group advises ministries on the development of projects or policies that have impact on urban settlement patterns.

WASTE

Waste, see also Pollution

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-6963

Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-2531
Env Environmental Hearing Board holds public hearings with respect to the establishment of sewage works or waste disposal sites in municipalities or the extension of existing facilities from one municipality to another.

416-965-2214
Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-965-5115
Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-5115
Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-636-8015
Env Resource Recovery Br develops and implements a comprehensive waste management program including new

procedures for resource recovery and recycling. Provides municipalities with assistance and guidance in the economic development of waste management systems. Provides technical services, supervision and financial management required in the planning and construction of resource recovery facilities.

416-965-3007

Env Waste Management Advisory Board advises the Minister of the Environment on matters related to the management of waste in Ontario including means of reducing the quantity of waste produced, of assisting in the development of the recovery of resources from the waste stream, and of improving the aesthetic quality of the physical environment.

416-965-3058

Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

416-965-4590

Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact regional office.

416-965-7678

Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

416-965-7196

Ind & Tour Industry Technology Br provides consultative

service on technology to industry on a sector basis. Provides industrial engineering and design services to smaller companies, e.g. assistance in plant layout, operations planning, work management studies, product design & development. For the benefit of Ontario industry, provides analyses on industry sectors. Evaluates new materials, products and processes through contact with manufacturers, industry associations research institutions, universities. Conducts technology missions abroad and product development & productivity seminars locally to allow manufacturers to acquaint themselves with new technology. Provides information and assistance on energy conservation, industrial research, industrial waste recycling, pollution control. Grants and loans are available for advancement of industrial technology, product and process innovation, product design and development, enhancement of productivity. Assists in preparation of applications grants, whether federal or provincial.

WATER

Water, see also Drinking Water

416-824-4120

Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

416-965-2531

Env Environmental Appeal Board provides a mechanism of appeal to persons affected by certain decisions or orders of the Ministry of the Environment in the areas of water and sewage, waste disposal, air and noise pollution, in accordance with the Ontario Water Resources Act, 1970, and the Environmental Protection Act, 1971.

416-965-6963

Env Environmental Approvals Br is the central area where persons and organizations seek ministry approval for activities affecting the environment. Reviews and approves applications required under the Environmental Protection Act, Ontario Water Resources Act, Pollution Abatement Incentive Act (e.g. grants to industry), Environmental Assessment Act (proclamation in 1976). Develops guidelines for waste disposal systems by industry, municipalities and the public. Ensures that environmental safeguards are incorporated into

land-use planning policies and programs. Evaluates, at planning stage, any activity by government ministries, utilities, government-funded projects and related activities in the private sector, which will have a significant environmental impact.

416-965-6971

Env Pollution Control Br as a whole plans and develops policies, programs, standards, guidelines and legislation to control emission of pollutants; coordinates and conducts applied research in the areas of water supply, and sewage and waste-water treatment, and provides technical support in these areas. The Pollution Control Branch has several sections which are described separately. Contact regional office for specific questions.

416-965-2214

Env Pollution Control Br Industrial Section deals with pollution by industry. Coordinates related federal-provincial activities; provides technical support in terms of industrial processes, industrial wastes, and industrial waste treatment and control with respect to water, air and solids. Contact regional office.

416-965-6967

Env Pollution Control Br Municipal and Private Section deals with municipal and private sewage, water supply and solid wastes. Provides associated liaison with federal agencies including coordination of Central Mortgage and Housing Corporation (CMHC) loans and grants for sewage works for municipalities. Deals with pollution control relating to septic tanks, derelict motor vehicles, litter, sewage sludge, boating and ice huts. Contact regional office.

416-248-3739

Env Pollution Control Br Research Group includes: a Coordination Section, an Applied Sciences Section, a Wastewater Treatment Section, and a Water Technology Section. The group provides liaison with academic and research groups; dissemination of technical information and findings; technical assistance to the Planning Sections; applied research studies on pollution; and technical support for, and application of, new technology to the public through regional offices or directly to municipalities and industry.

416-965-1296

Env Project Coordination Br manages and coordinates all aspects in the development and construction of ministry capital projects, e.g. water supply, sewage and pollution control facilities for municipalities. Upon approval of a

project by the ministry, the branch arranges for design work and financial analysis, including details on grants available. Upon approval by the Ontario Municipal Board (OMB), tenders are called and contracts awarded by the ministry. The branch assists in initiation of ministerial orders defining specific public water and sewage service areas.

416-965-5115

Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-5115

Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-1491

Env Technical Services Br ensures that construction of sewage and water treatment facilities meet ministry requirements by reviewing designs and providing equipment performance analysis and maintenance information. Operates marine deep water sampling fleet. Provides technical training of ministry and municipalities' treatment plant operators. Provides cartographic and drafting service to the ministry and Ontario municipalities.

416-965-3058
Env Water Resources Br Limnology and Toxicity Section does studies on relationships between aquatic organisms and the water environment. Limnology unit monitors water quality in recreational lakes and assesses and develops lake restoration methods. The Toxicity Section provides data on lethal effects of waste from industry, pesticides and other contaminants on fish and other aquatic organisms. Contact regional office.

416-965-4590
Env Water Resources Br Planning and Coordination Section coordinates and maintains water resources policy and guidelines. Plans and coordinates water resources surveys and river basins water management studies. To achieve desirable water quality in the Great Lakes, coordinates Great Lakes survey programs so that pollution abatement and remedial measures are determined. Contact regional office.

416-965-6194
Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

416-965-4590
Env Water Resources Water Modelling Section develops, adapts and applies mathematical models and analytical methods to represent and predict the response of lakes, streams, and ground water to waste inputs, withdrawals, pollution control measures, land-use practices and climatic conditions, in order to aid development of water management policy and assess effects on environment. Conducts studies in representative areas to develop and test models. Contact regional office.

416-965-7678
Health Community Health Protection Br Public Health Engineering Section collects and evaluates data on the quality of the water supply in recreation areas and on the analysis of drinking water. Provides engineering advice on control measures for outbreak of communicable disease, on treatment of non-municipal water supply, on improper waste disposal systems, and on the design and operation of recreational camps and other facilities, housing and institutions. See also other sections in Health Community Health Protection Br described separately.

416-965-1271

Nat Res Engineering services Br is responsible for design, construction and maintenance of dams, docks and other hydraulic structures and improvements. Does special engineering, water management and hydrology studies. Also coordinates road programs and manages vehicle fleet and equipment for the Ministry. Administers The Lakes and Rivers Improvement Act which regulates the construction and operation of dams and diversions in the province.

WATER ACCESS

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

WATER LOTS

416-965-2741

Nat Res Lands Administration Br Acquisition Section (965-2738) conducts land acquisition for ministry needs. Public Lands Section (965-2741) answers general inquiries on crown land and water lots, and disposes of crown land. Mining Lands Section (965-1380): is responsible for minerals crown land; handles mining claims for prospectors; provides general information on sand and gravel pits. Titles Section (965-1319) issues land titles, leases, land patents, licence of occupation. Can give land patent information, from Domesday Book, re land that was formerly crown land.

WATERFOWL

416-965-2745

Nat Res Park Management Br manages provincial parks, canoe routes, water access points, snowmobile trails, waterfowl hunting areas. Also manages campgrounds, trails and park concessions. Cooperates with federal government and municipalities to plan parks. For general park information, contact 965-3081.

WATERSHEDS

416-965-6287

Nat Res Conservation Authorities Br assists local conservation authorities with design, planning and operational assistance as well as grants for capital projects. Does studies and reports on watersheds.

WEAPONS

Weapons, see also Firearms

416-965-4485

Sol Gen OPP quartermaster Stores Br is responsible for stocking and distributing all items of uniform, equipment, stationery and office supply needs. Maintains a repository of weapons, seized by police forces, which have been cleared for disposal.

WEED

416-965-1081

Ag & Food Soils and Crops Br provides information at local offices throughout the province on production of field, greenhouse and horticultural crops. Information is available to commercial growers on restrictions in use of pesticides. Administers the Weed Control Act. Inquiries on household & urban growing should be referred to the Agricultural & Horticultural Societies Br at 965-1091.

WELCOME HOUSE

416-965-1192

Cult & Rec Citizenship Br programs relate to reception, settlement and language training of immigrants. The multilingual Welcome House (965-3021) provides English as a Second Language (ESL) instruction linked with day care, counselling and access to government and social agencies. Multilingual receptionists at the Toronto International Airport (678-2540) assist immigrants upon arrival. Materials and information on ESL teaching are available from the ESL reference library (965-2285). For orientation resource materials for newcomers and for counsellors and teachers of newcomers, contact 965-2285.

WELDERS

416-965-4121

CCR Boilers And Pressure Vessels Br strives to minimize the risk of loss of life and property arising from the operation of boilers and pressure vessels. Reviews designs and welding procedures. Inspects workshops during fabrication and installation. Also qualifies and issues licences to welders. Inspects uninsured vessels periodically, and all vessels before and after major repairs. Investigates accidents. Contact Queen's Park or regional offices.

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WELFARE

416-427-5170

Att Gen Provincial Courts Family Div are Courts of Law dealing with Domestic Law (financial support orders for deserted or destitute wives & children, paternity suits & support of illegitimate children); Child Welfare Law (child welfare & protection for neglected children); and Juvenile Law (offences, usually criminal, by juveniles, between 7 and 16 yrs); and a few criminal offences in a family context. Family courts are administered by the Chief Judges' office at Tel. 427-5170. There is a court in each county. In the Judicial District of York, main branch is located at 311 Jarvis St., Tel. 965-0631. Separated or deserted wives needing financial help from husband may drop in for counselling by social workers. Child welfare cases are commenced by the local Children's Aid Societies. The police usually lay juvenile delinquency charges but any person aggrieved criminally (e.g. property damage, trespass, assault) by a juvenile may prefer a private complaint and discuss the matter with a social worker.

416-965-5142

Comm Soc Municipal Welfare Consulting Br establishes policy for General Welfare Assistance, and supervises assistance programs to municipalities, Indian Band Councils and Comm Soc District Offices. At the discretion of municipalities, supplementary financial assistance is extended to recipients of government benefits, the physically handicapped, and others needing extended care for prescribed drugs, prosthetic, dental and optical needs, and for burials. Provides advice and consultation and operating subsidies to credit counselling agencies throughout Ontario. Acts as consultants to District Offices, municipalities and social agencies on counselling services. Contact these offices for individual counselling.

416-965-2648

Comm Soc Provincial Benefits Br provides pensions for mothers raising children alone, the disabled, the blind, permanently unemployable fathers or single persons, foster children, and some elderly, like widows over 60. If need is shown, a monthly allowance and other benefits, e.g. health insurance, drug assistance, eyeglasses, hearing aids are provided. The allowance for the disabled and the blind is also known as

GAINS (Guaranteed Annual Income System). Immediate emergency funds are provided by welfare departments in municipalities. Provincial benefits are not to be confused with federal programs such as Old Age Security, Canada Pension, Unemployment Insurance, or Veterans Pensions. For Provincial Benefits, contact nearest Comm Soc District Office. In Metro Toronto, call 487-4392.

416-965-2363
Comm Soc Social Assistance Review Board holds hearings at the request of individuals to appeal decisions on General Welfare Assistance, Vocational Rehabilitation Services, Guaranteed Annual Income System or GAINS (income supplement for senior citizens, the blind and disabled), Family Benefits (pensions for single mothers, permanently unemployable fathers, foster children, etc.).

416-965-4891
Comm Soc Soldiers Aid Commission provides emergency welfare assistance to eligible war veterans and/or dependents who are in need. Administers trust funds accruing from bequests. Contact Commission or closest branch of the Department of Veterans Affairs (DVA) or Royal Canadian Legion.

WELLS

416-965-5115
Env Regional Operations Division (A) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Industrial Abatement Section protects the environment against industry pollution and investigates related complaints. The Municipal & Private Abatement Section controls pollution by municipalities and citizens. It inspects and investigates complaints re: communal water and sewage works, waste disposal sites, marina, boats, ice huts, wells, pesticides use, storage and sales, derelict vehicles sites, noxious weeds. Contact regional office. In Toronto, call Central Region, tel. 424-3000. For inspection and approval of septic tanks, contact County Health Unit or Regional Health Unit. See also Env Regional Operations Division (B) for activities of other two sections.

416-965-5115
Env Regional Operations Division (B) delivers ministry services to the public through six regional offices. Each regional office has four sections. The Utility Operations Section provides water and waste water service to municipalities by staffing, equipping and administering provincially funded projects. The Technical Support Section regulates withdrawal of water from streams, lakes, wells to

prevent harmful effects on environment and other water users; it assists in approving installations emitting contaminants. Operates sensors to obtain air pollution data. Advises on drilling wells. Contact regional office. In Toronto, call Central Region, tel. 424-3000. See also Env Regional Operations Division (A) for activities of other two sections.

416-965-6194
Env Water Resources Branch Hydrology & Monitoring Section coordinates water quality and quantity programs related to lakes and other inland waters. Provides geotechnical support for ministry hydrogeological and ground water development and protection programs. Issues licences to contractors of water wells and participates in policy making and application of the water taking permit program. Contact regional office.

WIDOWED SPOUSE

416-226-2700
Educ Teachers Superannuation Commission provides pensions for teachers upon retirement or early retirement because of physical or mental disability. Also provides income to widowed spouse or orphans of a deceased teacher.

WILDLIFE

416-824-4120
Ag & Food Provincial Pesticide Residue Testing Laboratory in Guelph provides a chemical analytical service to all provincial ministries for the detection and measurement of insecticides, herbicides, fungicides, related industrial pollutants, and heavy metals in the following areas: food, plant and animal tissues, fish and wildlife, soils, water, air, and human tissues. Research reports from the ministries involved are available to the public.

705-949-1231
Nat Res Air Service Br in Sault Ste. Marie operates a fleet of aircraft for forest fire detection and suppression, timber, fish and wildlife management, aerial surveys, aerial photographs, mercy flights and search and rescue missions.

416-832-2261
Nat Res Fish and Wildlife Research Br near Maple, Ontario, researches, provides information on, and helps managers in other agencies to understand the principles of, fish and wildlife biology, parasitology, lakes and streams productivity, lake systems ecology, behaviour of animals, pathology and rabies. Contact Director, Box 50, Maple.

416-965-6225
Nat Res Surveys & Mapping Branch A. The Branch provides

topographical, cadastral and capability descriptions of the land base. Cartography Section (965-4743) produces planimetric, geological and other thematic maps for ministry field surveys. Inventory Section (965-6914) maintains the Ontario Land Inventory (OLI)and the Forest Resources Inventory (FRI) providing data on land classification, timber use, recreation and wildlife capability, and data on forest stands in Northern Ontario. Drafting Services Section (965-7108) provides drafting, mapping and graphics support services to the ministry. Control Surveys Section (965-4538) will install and manage a provincial system to coordinate, and set standards for, control surveys. Cadastral Surveys Section (965-2714) has data from ministry surveys and from private surveyors on resurveys of township boundaries and crown land surveys prior to their disposition under statute. See also Nat Res Surveys & Mapping Branch (B) for other activities.

416-965-4251

Nat Res Wildlife Br manages wildlife resources of the province through management of habitat; determines the population status of a variety of animals; recommends and enforces wildlife-related (e.g. hunting) laws and regulations; inventories and manages endangered species. Measures hunter participation and harvest; operates Provincial Wildlife Areas to provide wildlife-oriented recreation. Reviews land use planning to ensure that wildlife interests are considered. Fur Section (965-3345) coordinates and regulates use of furbearers; licenses trapping. Resources Development Section (965-3345) administers federal-provincial resource development agreement between Ontario Ministry of Natural Resources and the federal Department of Indian Affairs to develop Ontario's renewable natural resources for the improvement of the social and economic status of native peoples. Contact regional or district offices.

WILLS

416-362-1331

Att Gen Public Trustee manages estates of mentally incompetent persons (mainly those in psychiatric hospitals and facilities for the retarded). May be appointed Administrator of estates of Ontarians who die intestate without adult next-of-kin in Ontario and may manage such an estate as would a private trustee. May also be appointed Executor under a will. The Public Trustee is authorized to accept private trusts, Power of Attorney, etc. Advises charitable organizations of legacies from wills and reviews operations of charities. Receives in trust assets of corporations undergoing dissolution. Authorized to receive

funds in trust for perpetual care of cemeteries.

416-965-7314
Att Gen Surrogate Court issues letters probate of persons who die testate (with a Will), and letters of administration of persons who die intestate (without a Will). Issues letters of guardianship of persons and/or the estates of children. Also processes applications for the custody of children. The Surrogate Court also handles contestated claims against estates, Will trials, applications under the Dependent's Relief Act and Proof in Solemn Form of Lost Wills. Contact local Surrogate Court Registrar.

WINE

416-562-4141
Ag & Food Horticultural Research Institute of Ontario conducts horticulture research to increase production and develop new varieties of fruits and vegetables and wine. Also aids growers of ornamental plants, food processors and the wine industry. The Institute provides propagating material to growers and nurseries.

416-965-4911
CCR Liquor Control Board Of Ontario (LCBO) oversees the distribution and sale of liquor (spirits, alcohol, ale, beer and wines) for home consumption and to licensed establishments in government stores throughout Ontario. The Liquor Control Board imports special orders of products not normally carried. Special rare wine and spirits cellars are operated in Toronto and eventually in Ottawa to stock only high quality products in limited supply. Consultants are available in many metropolitan areas to advise on choosing wine. Duty-free stores at the Toronto International Airport sell liquor to foreign-bound passengers.

WINTARIO

416-923-1126
Cult & Rec Citizens' Inquiry Branch Wintario Grants Information Office is an information service for the Wintario Grants Program. Net profits of the Ontario Lottery Corporation are available to community groups, organizations, municipalities and Indian Band Councils for capital and non-capital one-time sports, physical fitness, arts, heritage, library, multicultural and other recreational and cultural projects. For information booklet and application forms, call or write to: How To Share, Queen's Park, Toronto M7A 2R9, or contact Ministry of Culture and Recreation field offices.

416-961-6262
Cult & Rec Ontario Lottery Corporation was established in 1975 to develop and manage the provincial lottery in Ontario. Wintario is a bi-weekly draw held every other Thursday. Through the Ministry of Culture and Recreation, net proceeds from the lottery are used to support one-time physical fitness, sports, recreation and cultural projects. To find out Wintario results, phone the Ontario Lottery Corporation at 416 870-9170 in Toronto. For information booklet and application forms for grants, call the Wintario Grants Information Office at 923-1126, or write to: How To Share, Queen's Park, Toronto M7A 2R9 or contact ministry field offices.

LFORD CHAPEL

416-965-2673
Cult & Rec Simcoe Memorial Foundation is responsible for the upkeep of Wolford Chapel in Devon, England, where Ontario's first Lieutenant Governor, John Graves Simcoe and his wife are buried. The Foundation is also engaged in projects to make better known Simcoe's life and works.

MEN

416-965-1421
Ag & Food Home Economics Br trains women and girls in home economics; discovers, stimulates and develops local leaders; provides educational programs for Federated Women's Institutes of Ontario and other rural organizations.

416-965-4211
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-2625
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising those who provide professional preparation at colleges and

universities; leisure education, training teachers within th school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadershi resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-0564

Labour Women Crown Employees Office acts as an internal consultant to the ministries and Crown agencies in the Ontario government in developing and coordinating affirmativ action plans to upgrade the status of their women employees. Provides career information and training opportunities. Eac ministry and agency has a Women's Advisor or Coordinator in either the Deputy Minister's office or the Personnel branch. Contact individual ministry Women's Advisors.

416-965-1537

Labour Women's Bureau is an information service and resource centre for women and women's groups. Provides advice to employers in the private sector who wish to implement equal opportunity programs for full utilization of women employees Advises within government on women's issues; provides labour legislation information through speakers and publications; provides consultative service on employment counselling. Although individual counselling is not available, the Bureau can refer people to appropriate counselling sources. New outreach program is being developed to serve low-income, immigrant and native women.

416-965-6605

Labour Women's Programs Div Office of the Executive Coordinator coordinates policies and programs to improve the status of women in Ontario. The Executive Coordinator is a member of the Ontario Status of Women Council and the Civil Service Commission, ensuring that provincial government programs for women, and access to the government service and the private sector are coordinated. Provides direction to the Women Crown Employees Office serving women in the Ontari Public Service, and to the Women's Bureau, serving those in the private sector. Functions of these offices are describe separately.

416-965-5111
Ontario Status of Women Council is an advisory Council consisting of nineteen members, all appointed by the Government. Advises the Ontario Government through the Provincial Secretariat for Social Development, on matters pertaining to the status of women in Ontario. Co-ordinates and monitors the implementation of recommendations contained in the report 'Equal Opportunity for Women in Ontario: A Plan For Action'. Reports annually to the Legislature. Several committees are active in such areas as: education, justice, labour, social services, advertisement monitoring.

WORKING CONDITIONS

416-965-1410
Civ Serv Public Service Appeal Boards. The Public Service Grievance Board and the Public Service Classification Ratings Committee are appeal tribunals which hear grievances of Ontario Public Service employees regarding dismissal, working conditions and job classification. The Crown Employees Grievance Settlement Committee, established in 1974, hears grievances arising in the various bargaining units represented by the Ontario Public Service Employees Union, the Liquor Control and Liquor Licence Boards Employees Association, and the Ontario Housing Employees Union which is affiliated with the Canadian Union Of Public Employees (CUPE).

416-965-2002
Civ Serv Staff Relations Br collects and analyzes data on wages, employee benefits and working conditions in the public and private sectors. Determines and coordinates policy on staff relations for all ministries. Represents the crown as the employer in all collective bargaining in the Ontario Public Service (OPS).

416-965-5251
Labour Employment Standards Br sets and enforces standards of wages and working conditions in Ontario, including minimum wage, overtime pay, vacation pay, hours of work, maternity leave, and equal pay for equal work. Provides means for employees and employers to get together to request a schedule of wage overtime, vacation pay rates, etc. for their particular industry or trade. Also regulates employment agencies (965-0631), and provides for setting of wage rates and other working conditions for construction workers on government contracts. Contact regional office.

WORKMEN'S COMPENSATION BOARD **416-965-8500**
Workmen's Compensation Board (WCB) administers the Workmen's

Compensation Act. For employees disabled by work-related accidents or diseases, the Act provides compensation (income), medical aid (payment of doctors' and hospital bills, etc.), rehabilitation services; awards for permanent disability; and pensions for dependents of employees who die as a result of such accidents or diseases. In addition, the Board underwrites the educational programs of nine accident-prevention associations. The Board's head office i at 2 Bloor St. East, Toronto; its Hospital and Rehabilitatio Centre (H&RC) is in Downsview (Northwest Toronto). The Boar maintains two information offices in Toronto and area office in eight other Ontario cities. The WCB reports through the Minister of Labour to the Legislature. Contact Head Office or area offices.

WRESTLING

416-965-4173

Cult & Rec Office Of Athletics Commissioner encourages amateur sport by donating equipment to minor sports groups and giving awards to winners of Ontario championships. The Athletics Commissioner supervises amateur and professional boxing and professional wrestling. Licenses professional boxers and wrestlers.

X-RAY

416-965-2528

Health Clinic Services Br Chest Disease Service (965-2301) provides diagnostic services and ambulatory treatment for tuberculosis and other respiratory diseases through regional & district chest clinics, including chest examination of miners. Also processes applications of prospective immigrants with chest problems. Industrial Chest Disease Service (965-4075) carries out chest X-Ray examinations and pulmonary function tests of workers exposed to hazardous dusts.

416-965-4061

Health Inspection Br X-Ray Inspection Service administers th regulation respecting X-Ray safety by registering owners of equipment designed to produce X-Rays, approving plans for permanent locations and making safety inspections of such. Provisions of the regulation also apply to the healing arts as well as certain areas in industry and research. Acts as information or referral agency for questions about the use o radioactive material.

YOUTH

Youth, see also Juveniles, Adolescents.

416-965-1241
Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances. Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource for the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas. Contact regional office.

416-965-4211
Coll Univ Industrial Training Br is responsible for the delivery of the ministry's industrial (Manpower) training programs. The branch is involved in training and retraining men and women for employment in industry through several programs: apprenticeship, including on-the-job-training; full and part-time training of adults already in the labour force; short-term training-in-industry programs; and trade certification. Contact regional Industrial Training Office. The Branch administers the Ontario Career Action Program (OCAP), designed to assist unemployed youth (between 16 and 24 yrs.) in finding gainful employment. Application forms available at local Canada Manpower Centre. OCAP Administration Office in Queen's Park is at 965-0668.

416-965-1818
Comm Soc Children's Serv Bureau Institutions provides individual groups and social agencies with grants and assistance in planning, construction, purchase of facilities and long term development of residential treatment services such as substitute homes, maternity homes for unwed mothers and homes for the retarded and physically handicapped. Residents treat emotionally disturbed children and youth, drug abusers, and delinquents to help them become self-reliant. Also licenses these institutions. See also Comm Soc Children's Services Bureau Child Welfare and Day Nurseries sections. Contact district office.

416-965-1083
Corr Serv Probation and After-Care Juvenile Br serves youth (under 16) on probation, and wards of training schools. Province-wide offices work with juveniles and their families. Non-clients also are advised.

416-965-2625
Cult & Rec Special Services Br advises community and regional programs, organizations serving special groups, and the Ministry, on sports and recreation. Leadership Section (965-7505) has consultants on: recreation education, advising

those who provide professional preparation at colleges and universities; leisure education, training teachers within t school system; leisure counselling, training recreationists of municipalities. Professional upgrading is promoted through a new certification program. Leadership Training Program assists in developing indigenous community leadersh resources. Consultants work with the Ontario Research Council On Leisure (ORCOL). Special Interests Section (965-5665) serves: those offering recreation service to specialized clientele such as children, youth, the handicapped, senior citizens, women; and those offering service through a particular activity to a wider clientele, such as summer programs, outdoor recreation, recreation planning in new cities, camping, including grants to non-profit camps.

416-965-3540

Ontario Youth Secretariat researches information and advise the Ontario Government and ministries on policies and programs involving youth (persons approximately 16 - 24 years). The Secretariat coordinates government programs involving youth, e.g. summer employment for students. They also offer an information service on government youth services. Inquiries about the Ontario government's Experience Program should be directed to Tel.: 965-0480.

ZONING

416-965-1912

Att Gen Ontario Municipal Board performs a quasi-judicial function in the implementation of sound municipal development, through the hearing of applications for approv of zoning bylaws, official plans, and any appeal as provide under the Planning Act, and appeals under the Assessment Ac The Ontario Municipal Board supervises certain financial an other affairs of municipalities with respect to application for capital expenditures, and the issuance of orders creating, altering or dissolving municipalities.

416-965-9562

Housing Community Planning Advisory Br administers a progra of grants which will provide financial aid to smaller municipalities (pop. 10,000 or less) for the development of locally oriented community planning programs. These includ preparing or updating official plans and zoning bylaws, assistance to regional, county or district governments in preparing land severance policies, funding preparation of required secondary plans, funding planning programs for unorganized territories, funding strategy plans for municipalities not included in a defined planning area. Municipalities must contact regional offices to apply for

grants.

416-965-1497
Housing Official Plans Br processes and recommends for approval by the Minister of Housing all official plans submitted by municipalities. Also administers provincial zoning controls on over 300 municipalities in Ontario; comments to the Ontario Municipal Board (OMB) on municipal zoning bylaws; processes appeals to the Niagara Escarpment development control regulations. Answers inquiries from municipalities and the public on land use planning matters.

416-248-3891
TR & Comm Projects Planning Br does environmental, route & transit planning studies in transportation system corridors & urban areas. Environmental Office (248-3981) offers environmental support services & is involved in public participation programs in Ministry projects. Reviews municipal official plans, subdivisions plans & zoning, so that these do not conflict with Ministry requirements. Transit Projects Planning Office (248-3785) plans operational needs for Ministry developments in land & air transport. Assists municipalities in planning new, & improving existing, transit services. Develops policy for aviation & transit assistance. Identifies, plans & monitors innovative transit measures. Plans for development of local airports system to meet provincial needs & for development of provincially sponsored local & feeder air services. Route Projects Planning (248-3577) develops: planning policies for links in highways system; innovative route location studies. New mode studies are made where route location is a consideration.

416-248-3781
TR & Comm Traffic Control Office develops and implements policies, standards and procedures for traffic control devices such as highway signs, signals, illumination, speed zoning, etc. Develops improvements in traffic control techniques and devices and assists in municipal traffic studies and improvements. Provides traffic data collection service for other branches of the ministry. Conducts Freeway Surveillance Program. Contact regional or district offices.

ZOONOSES

416-965-4236
Health Community Health Protection Br Veterinary Public Health Consultants help to control disease common to man and animals (zoonoses), such as rabies, salmonellosis, brucellosis, etc. The Veterinary Consultants advise Public Health Officers and physicians. Project need for vaccine, serum and snake antivenin. For a list of antivenin depots

and rabies information, contact the Communications Branch at 965-3103. See also other sections in Health Community Healt Protection Br described separately.

4-H

416-965-1241

Ag & Food Extension Br operates the Ontario farm management program to encourage farmers to use modern techniques to manage their livestock, soils, crops, machinery and finances Local agricultural representatives (AG REPS) provide individual counselling, in-depth courses, commentaries over various media, displays and tours. Also acts as resource fo the 4-H program which provides agricultural and leadership training as well as social benefits for youth in rural areas Contact regional office.

APPENDIX A

ACRONYM	*TITLE*	*SEE KEY WORD*
ACRO	Association of Counties & Regions of Ontario	TE & IA MUNICIPAL FINANCE BRANCH
AG & FOOD	Ministry of Agriculture & Food	AG & FOOD & BRANCH NAME
AG REPS	Agricultural Representatives	AG REPS
AMO	Association of Municipalities of Ontario	TE & IA MUNICIPAL FINANCE BRANCH
ARDA	Agriculture Rehabilitation & Development Administration	ARDA
ARF	Addiction Research Foundation	ADDICTION RESEARCH FOUNDATION
ATT GEN	Ministry of the Attorney General	ATT GEN + BRANCH NAME
CAAT	Colleges of Applied Arts & Technology	COLLEGES
CADRE	Computer Assisted Dispatch & Records Entry	SOL GEN ONTARIO POLICE COMMISSION
CAIS	Creative Artists in Schools	ARTS
CAS	Children's Aid Societies	CHILDREN'S AID SOCIETIES
CCR	Ministry of Consumer & Commercial Relations	CCR + BRANCH NAME
CFMM	Canadian Federation of Mayors & Municipalities	TE & IA MUNICIPAL FINANCE BRANCH
CISO	Criminal Intelligence Service, Ontario	SOL GEN ONTARIO POLICE COMMISSION
CIV SERV	Civil Service Commission	CIV SERV + BRANCH NAME
COLL UNIV	Ministry of Colleges & Universities	COLL UNIV + BRANCH NAME
COMM SOC	Ministry of Community & Social Services	COMM SOC + BRANCH NAME
CUPE	Canadian Union of Public Employees	CIV SERV PUBLIC APPEAL BOARDS
CYCLOPS II	County of York Court Loading and Operation System	ATT GEN SYSTEMS DEVELOPMENT BRANCH
DVA	Department of Veteran Affairs	VETERANS
EDUC	Ministry of Education	EDUCATION + BRANCH NAME
EGP	Employees Group Insurance Plan	EMPLOYEES GROUP INSURANCE
EHC	Extended Health Care	EXTENDED HEALTH CARE
ENERGY	Ministry of Energy	ENERGY
ENV	Ministry of the Environment	ENVIRONMENT + BRANCH NAME
EODC	Eastern Ontario Development Corporation	EASTERN ONTARIO DEVELOPMENT CORPORATION
ESL	English as a Secondary Language	ENGLISH
FIRA	Foreign Investment Review Agency	IND & TOUR STRATEGIC PLANNING BR
FRI	Forest Resources Industry	NAT RES SURVEYS & MAPPING BRANCH A
GAINS	Guaranteed Annual Income System	GUARANTEED ANNUAL INCOME SYSTEM
GEOCRES	Geotechnical Cross Reference & Retrieval System	TR & COMM GEOTECHNICAL OFFICE
GOVT SERV	Ministry of Government Services	GOVT SERV + BRANCH NAME
HEALTH	Ministry of Health	HEALTH + BRANCH NAME
HOME	Home Ownership Made Easy	HOME OWNERSHIP MADE EASY
HOUSING	Ministry of Housing	HOUSING + BRANCH NAME

ACRONYM	*TITLE*	*SEE KEY WORD*
HRC	Hospital & Rehabilitation Centre	WORKMEN'S COMPENSATION BOARD
HSO	Health Service Organizations	HEALTH SERVICE ORGANIZATIONS
IJC	International Joint Commission	INTERNATIONAL JOINT COMMISSION
IND & TOUR	Ministry of Industry & Tourism	IND & TOUR & BRANCH NAME
IRMA	Infra Red Milk Analyzer	MILK
LABOUR	Ministry of Labour	LABOUR + BRANCH NAME
LARAA	Legislative Assembly Retirement Allowances Act	LEGISLATIVE ASSEMBLY RETIREMENT
LCBO	Liquor Control Board of Ontario	LIQUOR CONTROL BOARD
LGMP	Local Government Management Program	TE & IA ADVISORY SERVICES BRANCH
LLBO	Liquor Licence Board of Ontario	LIQUOR LICENCE BOARD
LRT	Light Rail Transit	TRANSIT
LSA	Long Term Study on Aging	SENIOR CITIZENS
LTIP	Long Term Income Protection	LONG TERM INCOME PROTECTION
MOD	Manufacturing Opportunity Days	IND & TOUR INDUSTRIAL DEVELOPMENT BRANCH
MOS	Manufacturing Opportunity Shows	IND & TOUR INDUSTRIAL DEVELOPMENT BRANCH
NAT RES	Ministry of Natural Resources	NAT RES + BRANCH NAME
NODC	Northern Ontario Development Corporation	NORTHERN ONTARIO DEVELOPMENT CORPORATION
OASIS	Ontario Ambulance Services Information System	AMBULANCE
OCUA	Ontario Council on University Affairs	ONTARIO COUNCIL ON UNIVERSITY AFFAIRS
ODC	Ontario Development Corporation	ONTARIO DEVELOPMENT CORPORATION
OEC	Ontario Economic Council	ONTARIO ECONOMIC COUNCIL
OECA	Ontario Educational Communications Authority	ONTARIO EDUCATIONAL COMMUNICATIONS AUTHORITY
OECAC	Ontario Education Capital Aid Corporation	TE & IA MUNICIPAL FINANCE BR
OHAP	Ontario Housing Action Program	ONTARIO HOUSING ACTION PROGRAM
OHC	Ontario Housing Corporation	HOUSING OHC + BRANCH NAME
OHIP	Ontario Health Insurance Plan	ONTARIO HEALTH INSURANCE PLAN
OLC	Ontario Land Corporation	ONTARIO LAND CORPORATION
OLI	Ontario Land Inventory	NAT RES SURVEYS & MAPPING BRANCH A
OMB	Ontario Municipal Board	ONTARIO MUNICIPAL BOARD
OMC	Ontario Mortgage Corporation	ONTARIO MORTGAGE CORPORATION
OMIC	Ontario Municipal Improvement Corporation	TE & IA MUNICIPAL FINANCE BR

ACRONYM	*TITLE*	*SEE KEY WORD*
ONTC	Ontario Northland Transportation Commission	ONTARIO NORTHLAND TRANSPORTATION COMMISSION
OPP	Ontario Provincial Police	POLICE
OPPA	Ontario Provincial Police Association	POLICE
OPS	Ontario Public Service	ONTARIO PUBLIC SERVICE
OPSEU	Ontario Public Service Employees Union	ONTARIO PUBLIC SERVICE
OQPC	Ontario-Quebec Permanent Commission	ONTARIO-QUEBEC PERMANENT COMMISSION
ORC	Ontario Racing Commission	ONTARIO RACING COMMISSION
ORCOL	Ontario Research Council on Leisure	CULT & REC SPECIAL SERVICES BRANCH
ORF	Ontario Research Foundation	ONTARIO RESEARCH FOUNDATION
OSAP	Ontario Student Assistance Program	STUDENT AWARDS
OSB	Ontario Special Bursary	ONTARIO SPECIAL BURSARY
OSC	Ontario Securities Commission	SECURITIES
OSL	Ontario Student Loan	ONTARIO STUDENT LOAN
OSLC	Ontario Student Leadership	ONTARIO STUDENT LEADERSHIP CENTRE
OSTC	Ontario Sports Training Centre	ONTARIO SPORTS TRAINING CENTRE
OUCAC	Ontario Universities Capital Aid Corporation	TE & IA MUNICIPAL FINANCE BR
PAMFIS	Pavement Management Feedback & Information System	TR & COMM GEOTECHNICAL OFFICE
PCV	Public Commercial Vehicles	VEHICLES
PMU	Pregnant Mare Urine Farms	PREGNANT MARE URINE FARMS
PPSR	Personal Property Security Registration	LIENS
PSSA	Public Service Superannuation Act	PUBLIC SERVICE SUPERANNUATION
PSSF	Public Service Superannuation Service	PUBLIC SERVICE SUPERANNUATION
REVENUE	Ministry of Revenue	REVENUE + BRANCH NAME
RBG	Royal Botanical Gardens	ROYAL BOTANICAL GARDENS
RNA	Registered Nursing Assistant	NURSING
ROM	Royal Ontario Museum	ROYAL ONTARIO MUSEUM
ROMA	Royal Ontario Municipal Association	TE & IA MUNICIPAL FINANCE BRANCH
SOL GEN	Ministry of the Solicitor General	SOL GEN + BRANCH NAME
TA	Temporary Absence	TEMPORARY ABSENCE
TATOA	Toronto Area Transit Operating Authority	TRANSIT
TE & IA	Ministry of Treasury, Economics & Intergovernmental Affairs	TE & IA + BRANCH NAME
TORPS	Tourism & Outdoor Recreation Planning Study	IND & TOUR TOURISM RESEARCH BR
TR & COMM	Ministry of Transportation & Communications	TR & COMM + BRANCH NAME
UHR	Utilization of Human Resources Report	CIV SERV UHR COORDINATION
VIPS	Video & Audio Tapes	ONTARIO EDUCATIONAL COMMUNICATIONS AUTHORITY
WCB	Workmen's Compensation Board	WORKMEN'S COMPENSATION BOARD

APPENDIX B
MINISTERIAL RESPONSIBILITY FOR ACTS

CHAIRMAN OF THE MANAGEMENT BOARD OF CABINET

Crown Employees Collective Bargaining Act, 1972
Management Board of Cabinet Act, 1971
Public Service Act
Superannuation Adjustment Benefits Act, 1975

MINISTRY OF AGRICULTURE AND FOOD

Abandoned Orchards Act
Agricultural Associations Act
Agricultural Committees Act
Agricultural Rehabilitation and Development Act (Ontario)
Agricultural Representatives Act
Agricultural Research Institute of Ontario Act
Agricultural Societies Act
Agricultural Tile Drainage Installation Act, 1972
Animals for Research Act
Artificial Insemination of Live Stock Act
Beef Cattle Marketing Act
Bees Act
Brucellosis Act
Co-operative Loans Act
Crop Insurance Act (Ontario)
Dead Animal Disposal Act
Dog Licensing and Live Stock and Poultry Protection Act
Drainage Act, 1975
Edible Oil Products Act
Farm Products Containers Act
Farm Products Grades and Sales Act
Farm Products Marketing Act
Farm Products Payments Act
Fruits and Vegetables Produce-for-Processing Act, 1974
Fur Farms Act, 1971
Grain Elevator Storage Act
Horticultural Societies Act
Hunter Damage Compensation Act
Junior Farmer Establishment Act
Live Stock and Live Stock Products Act
Live Stock Branding Act
Live Stock Community Sales Act
Live Stock Medicines Act, 1973
Meat Inspection Act (Ontario)
Milk Act
Ministry of Agriculture and Food Act
Oleomargarine Act
Ontario Agricultural Museum Act, 1975
Ontario Food Terminal Act
Ontario Producers, Processors, Distributors and Consumers Food Council Act
Plant Diseases Act
Pounds Act
Pregnant Mare Urine Farms Act
Protection of Cattle Act (R.S.O. 1950, c. 294)
Provincial Auctioneers Act
Riding Horse Establishments Act, 1972
Seed Potatoes Act
Stock Yards Act
Tile Drainage Act, 1971
Veterinarians Act
Warble Fly Control Act
Weed Control Act
Wool Marketing Act, 1974

MINISTRY OF THE ATTORNEY GENERAL

Absconding Debtors Act
Absentees Act
Accidental Fires Act
Accumulations Act
Administration of Courts Project Act, 1975 (Self Repealing on July 31, 1977)
Administration of Justice Act
Age of Majority and Accountability Act, 1971
Aliens' Real Property Act
Arbitrations Act
Architects Act

Ministry of the Attorney General (cont.)

Assessment Review Court Act, 1972
Assignments and Preferences Act
Bail Act
Barristers Act
Bulk Sales Act
Business Records Protection Act
Change of Name Act
Charitable Gifts Act
Charities Accounting Act
Children's Maintenance Act
Commissioners for taking Affidavits Act
Compensation for Victims of Crime Act, 1971
Constitutional Questions Act
Conveyancing and Law of Property Act
Costs of Distress Act
County Court Judges' Criminal Courts Act
County Courts Act
County Judges Act
Creditors' Relief Act
Crown Administration of Estates Act
Crown Agency Act
Crown Attorneys Act
Crown Witnesses Act
Dependants' Relief Act
Deserted Wives' and Children's Maintenance Act
Devolution of Estates Act
Disorderly Houses Act
Dominion Courts Act
Dower Act
Escheats Act
Estreats Act
Evidence Act
Execution Act
Expropriations Act
Extra-Judicial Services Act
Factors Act
Family Law Reform Act, 1975
Fatal Accidents Act
Fines and Forfeitures Act
Fraudulent Conveyances Act
Fraudulent Debtors Arrest Act
Frustrated Contracts Act
Gaming Act
General Sessions Act
Habeas Corpus Act
Hospitals and Charitable Institutions Inquiries Act
Hotel Registration of Guests Act
Infants Act
Innkeepers Act
Interpretation Act
Judges' Orders Enforcement Act
Judicature Act
Judicial Review Procedure Act, 1971
Juries Act, 1974
Justices of the Peace Act
Landlord and Tenant Act
Law Society Act
Legal Aid Act
Legitimacy Act
Libel and Slander Act
Limitations Act
Lord's Day (Ontario) Act
Married Women's Property Act
Master and Servant Act
Matrimonial Causes Act
Mechanics' Lien Act
Mental Incompetency Act
Mercantile Law Amendment Act
Ministry of the Attorney General Act
Minors' Protection Act
Mortgages Act
Municipal Conflict of Interest Act, 1972
Negligence Act
Notaries Act
Ontario Law Reform Commission Act
Ontario Municipal Board Act
Parents' Maintenance Act
Partition Act
Partnerships Act
Pawnbrokers Act
Perpetuities Act
Petty Trespass Act
Powers of Attorney Act
Proceedings Against the Crown Act
Professional Engineers Act
Property and Civil Rights Act
Provincial Courts Act
Public Accountancy Act
Public Authorities Protection Act
Public Halls Act
Public Inquiries Act, 1971

Public Institutions Inspection Act,1974
Public Officers Act
Public Officers' Fees Act
Public Trustee Act
Quieting Titles Act
Reciprocal Enforcement of Judgments Act
Reciprocal Enforcement of Maintenace Orders Act
Regulations Act
Religious Institutions Act
Replevin Act
Sale of Goods Act
Seduction Act
Settled Estates Act
Sheriffs Act
Short Forms of Conveyances Act
Short Forms of Leases Act
Short Forms of Mortgages Act
Small Claims Courts Act
Solicitors Act
Statute of Frauds
Statutes Act
Statutory Powers Procedure Act, 1971
Summary Convictions Act
Surrogate Courts Act
Survivorship Act
Ticket Speculation Act
Time Act
Trustee Act
Unconscionable Transactions Relief Act
Variation of Trusts Act
Vendors and Purchasers Act
Vexatious Proceedings Act
Vicious Dogs Act
Wages Act
Warehousemen's Lien Act
Warehouse Receipts Act
White Cane Act
Wills Act

MINISTRY OF COLLEGES AND UNIVERSITIES

Apprenticeship and Tradesmen's Qualification Act
Brock University Act, 1964
Carleton University Act, 1952
Colleges Collective Bargaining Act, 1975
Lakehead University Act, 1965
Laurentian University of Sudbury Act, 1960
McMaster University Act, 1957
Ministry of Colleges and Universities Act, 1971
Ontario College of Art Act, 1968-69
Osgoode Hall Law School Scholarships Act, 1968-69
Private Vocational Schools Act, 1974
Ryerson Polytechnical Institute Act, 1962-63
Sunnybrook Hospital Act, 1966
Trent University Act, 1962-63
University Expropriation Powers Act
University of Guelph Act, 1964
University of Ottawa Act, 1965
University of Toronto Act, 1971
University of Waterloo Act, 1972
University of Western Ontario Act,1967
University of Windsor Act, 1962-63
Wilfrid Laurier University Act, 1973
York University Act, 1965

MINISTRY OF COMMUNITY AND SOCIAL SERVICES

Blind Persons' Allowances Act (R.S.O. 1960, c. 35)
Charitable Institutions Act
Child Welfare Act
Children's Boarding Homes Act
Children's Institutions Act
Day Nurseries Act
Development Services Act, 1974
Disabled Persons' Allowances Act (R.S.O. 1960, c. 107)
District Welfare Administration Boards Act
Elderly Persons Centres Act
Family Benefits Act
General Welfare Assistance Act
Homemakers and Nurses Services Act
Homes for Retarded Persons Act
Homes for the Aged and Rest Homes Act
Indian Welfare Services Act
Ministry of Community and Social Services Act
Soldiers' Aid Commission Act (R.S.O. 1960, c. 377)

Ministry of Community and Social Services (cont.)

Vocational Rehabilitation Services Act
Welfare Units Act

MINISTRY OF CONSUMER AND COMMERCIAL RELATIONS

Apportionment Act
Assignment of Book Debts Act
Bailiffs Act
Bills of Sale Act
Bills of Sale and Chattel Mortgages Act
Boilers and Pressure Vessels Act
Boundaries Act
Bread Sales Act
Building Code Act, 1974
Business Corporations Act
Business Practices Act, 1974
Cemeteries Act
Certification of Titles Act
Collection Agencies Act
Conditional Sales Act
Condominium Act
Construction Hoists Act
Consumer Protection Act
Consumer Protection Bureau Act
Consumer Reporting Act, 1973
Co-operative Corporations Act, 1973
Corporation Securities Registration Act
Corporations Act
Corporations Information Act, 1971
Credit Unions Act
Debt Collectors Act
Deposits Regulation Act
Egress from Public Buildings Act
Elevators and Lifts Act
Energy Act, 1971
Gasoline Handling Act
Guarantee Companies Securities Act
Insurance Act
Investment Contracts Act
Land Titles Act
Limited Partnerships Act
Liquor Control Act, 1975
Liquor Licence Act, 1975
Loan and Trust Corporations Act
Marine Insurance Act
Marriage Act
Ministry of Consumer and Commercial Relations Act
Mortgage Brokers Act
Mortmain and Charitable Uses Act
Motor Vehicle Accident Claims Act
Motor Vehicle Dealers Act
Ontario Credit Union League Limited Act, 1972
Ontario Deposit Insurance Corporation Act
Operating Engineers Act
Paperback and Periodical Distributors Act, 1971
Partnerships Registration Act
Pension Benefits Act
Personal Property Security Act
Petroleum Products Price Freeze Act, 1975
Prearranged Funeral Services Act
Prepaid Hospital and Medical Services Act
Pyramidic Sales Act, 1972
Racing Commission Act
Real Estate and Business Brokers Act
Registry Act
Residential Premises Rent Review Act, 1975 (2nd session)
Securities Act
Theatres Act
Toronto Stock Exchange Act
Travel Industry Act, 1974
Unclaimed Articles Act
Upholstered and Stuffed Articles Act
Vital Statistics Act
Wine Content Act, 1972

MINISTRY OF CORRECTIONAL SERVICES

Ministry of Correctional Services Act
Probation Act
Training Schools Act

MINISTRY OF CULTURE AND RECREATION

Archives Act
Art Gallery of Ontario Act
Arts Council Act
Athletics Control Act
Centennial Centre of Science and Technology Act

Community Recreation Centres Act, 1974
Historical Parks Act, 1972
McMichael Canadian Collection Act, 1972
Ministry of Culture and Recreation Act, 1974
Ontario Educational Communications Authority Act
Ontario Heritage Act, 1974
Ontario Lottery Corporation Act, 1974
Public Libraries Act
Royal Botanical Gardens Act, 1941
Royal Ontario Museum Act
Simcoe (John Graves) Memorial Foundation Act, 1965

MINISTRY OF EDUCATION

Education Act, 1974
Metropolitan Boards of Education and Teachers Disputes Act
Ontario Institute for Studies in Education Act
Ontario School Trustees' Council Act
Provincial Schools Negotiations Act, 1975
School Boards and Teachers Collective Negotiations Act, 1975
School Trust Conveyances Act
Teachers' Superannuation Act
Teaching Profession Act
York County Board of Education Teachers Dispute Act, 1974

MINISTRY OF ENERGY

Ministry of Energy Act, 1973
Ontario Energy Board Act
Ontario Energy Corporation Act, 1974
Power Corporation Act
Power Corporation Insurance Act
Rural Hydro-Electric Distribution Act
Rural Power District Loans Act

MINISTRY OF THE ENVIRONMENT

Environmental Assessment Act, 1975
Environmental Protection Act, 1971
Ministry of the Environment Act
Ontario Water Resources Act
Pesticides Act, 1973
Pollution Abatement Incentive Act

MINISTRY OF GOVERNMENT SERVICES

Flag Act
Floral Emblem Act
Ministry of Government Services Act, 1973
Official Notices Publication Act
Public Service Superannuation Act

MINISTRY OF HEALTH

Alcoholism and Drug Addiction Research Foundation Act
Ambulance Act
Cancer Act
Cancer Remedies Act
Children's Mental Health Centres Act
Children's Mental Hospitals Act
Chiropody Act
Community Psychiatric Hospitals Act
Dental Technicians Act
Denture Therapists Act, 1974
Drugless Practitioners Act
Embalmers and Funeral Directors Act
Fluoridation Act
Health Disciplines Act, 1974
Health Insurance Act, 1972
Homes for Special Care Act
Human Tissue Gift Act, 1971
Hypnosis Act
Mental Health Act
Mental Hospitals Act
Ministry of Health Act, 1972
Municipal Health Services Act
Nursing Homes Act, 1972
Ontario Mental Health Foundation Act
Opthalmic Dispensers Act
Private Hospitals Act
Private Sanitaria Act
Psychologists Registration Act
Public Health Act
Public Hospitals Act
Radiological Technicians Act
Sanatoria for Consumptives Act
Silicosis Act
Venereal Diseases Prevention Act
War Veterans Burial Act

MINISTRY OF HOUSING

Elderly Persons Housing Aid Act
Housing Development Act
Ministry of Housing Act, 1973
North Pickering Development Corporation Act, 1974
Ontario Housing Corporation Act
Planning Act
Rural Housing Assistance Act

MINISTRY OF INDUSTRY AND TOURISM

Development Corporations Act, 1973
Ministry of Industry and Tourism Act, 1972
Ontario Place Corporation Act, 1972
Research Foundation Act, 1944
Sheridan Park Corporation Act
Tourism Act

MINISTRY OF LABOUR

Blind Workmen's Compensation Act
Construction Safety Act, 1973
Employment Agencies Act
Employment Standards Act, 1974
Government Contracts Hours and Wages Act
Hospital Labour Disputes Arbitration Act
Industrial Safety Act, 1971
Industrial Standards Act
Labour Relations Act
Ministry of Labour Act
One Day's Rest in Seven Act
Ontario Human Rights Code
Ontario Labour-Management Arbitration Commission Act
Rights of Labour Act
Workmen's Compensation Act
Workmen's Compensation Insurance Act

MINISTRY OF NATURAL RESOURCES

Algonquin Forestry Authority Act, 1974
Algonquin Provincial Park Extension Act, 1960-61
Beach Protection Act
Beds of Navigable Waters Act
Conservation Authorities Act
Crown Timber Act
Endangered Species Act, 1971
Fish Inspection Act
Fisheries Loans Act
Forest Fires Prevention Act
Forest Tree Pest Control Act
Forestry Act
Freshwater Fish Marketing Act (Ontario)
Game and Fish Act
Gas and Oil Leases Act
Industrial and Mining Lands Compensation Act
Lakes and Rivers Improvement Act
Mineral Emblem Act, 1975
Mining Act
Mining Tax Act, 1972
Ministry of Natural Resources Act, 1972
National Radio Observatory Act, 1962-63
Niagara Parks Act
North Georgian Bay Recreational Reserve Act, 1962-63
Ontario Geographic Names Board Act
Ontario Harbours Agreement Act, 1962-63
Parks Assistance Act
Petroleum Resources Act, 1971
Pits and Quarries Control Act, 1971
Provincial Parks Act
Public Lands Act
St. Clair Parkway Commission Act, 1966
St. Lawrence Parks Commission Act
Settlers' Pulpwood Protection Act
Spruce Pulpwood Exportation Act
Surveyors Act
Surveys Act
Trees Act
Wild Rice Harvesting Act
Wilderness Areas Act
Woodlands Improvement Act
Woodmen's Employment Act
Woodmen's Lien for Wages Act

MINISTRY OF REVENUE

Agricultural Development Finance Act
Assessment Act

Corporations Tax Act, 1972
Gasoline Tax Act, 1973
Gift Tax Act, 1972
Income Tax Act
Land Speculation Tax Act, 1974
Land Transfer Tax Act, 1974
Ministry of Revenue Act
Motor Vehicle Fuel Tax Act
Ontario Home Buyers Grant Act, 1975
Ontario Guaranteed Annual Income Act, 1974
Provincial Land Tax Act
Race Tracks Tax Act
Railway Fire Charge Act
Retail Sales Tax Act
Succession Duty Act
Tobacco Tax Act

MINISTRY OF THE SOLICITOR GENERAL

Anatomy Act
Coroners Act, 1972
Egress from Public Buildings Act
Emergency Measures Act
Fire Accidents Act
Fire Departments Act
Fire Fighters' Exemption Act
Fire Marshals Act
Hotel Fire Safety Act, 1971
Lightning Rods Act
Ministry of the Solicitor General Act, 1972
Ontario Society for the Prevention of Cruelty to Animals Act, 1955
Police Act
Private Investigators and Security Guards Act
Public Works Protection Act
Retail Business Holidays Act, 1975 (2nd session)

MINISTRY OF TRANSPORTATION AND COMMUNICATIONS

Airports Act
Bridges Act
Commuter Services Act
Ferries Act
Highway Traffic Act
Local Roads Boards Act
Ministry of Transportation and Communications Act, 1971
Ministry of Transportation and Communications Creditors Payment Act, 1975
Motorized Snow Vehicles Act, 1974
Municipal Electric Railways Act (R.S.O. 1950, c. 248)
Ontario Highway Transport Board Act
Ontario Northland Transportation Commission Act
Ontario Telephone Development Corporation Act
Ontario Transportation Development Corporation Act, 1973
Public Commercial Vehicles Act
Public Service Works on Highways Act
Public Transportation and Highway Improvement Act
Public Vehicles Act
Railways Act (R.S.O. 1950, c. 331)
Telephone Act
Toll Bridges Act
Toronto Area Transit Operating Authority Act, 1974

MINISTRY OF TREASURY, ECONOMICS AND INTERGOVERNMENTAL AFFAIRS

City of Cornwall Annexation Act, 1974
City of Hamilton Act, 1975
City of Port Colborne Act, 1974
City of Thorold Act, 1975
City of Thunder Bay Act, 1968-69
City of Timmins-Porcupine Act, 1972
County of Oxford Act, 1974
District Municipality of Muskoka Act
Farm Loans Act
Farm Loans Adjustment Act
Financial Administration Act
Fire Guardians Act
Fires Extinguishment Act
Gold Clauses Act
Haliburton Act
Line Fences Act
Local Improvement Act
Ministry of Treasury, Economics and Intergovernmental Affairs Act, 1972

Ministry of Treasury, Economics and Intergovernmental Affairs (cont.)

Moosonee Development Area Board Act
Municipal Act
Municipal Affairs Act
Municipal Arbitrations Act
Municipal Corporations Quieting Orders Act
Municipal Elderly Residents Assistance Act, 1973
Municipal Elections Act, 1972
Municipal Franchises Act
Municipal and School Tax Credit Assistance Act
Municipal Subsidies Adjustment Act
Municipal Tax Assistance Act
Municipal Unemployment Relief Act, 1971
Municipal Works Assistance Act
Municipality of Metropolitan Toronto Act
Niagara Escarpment Planning and Development Act, 1973
Ontario Economic Council Act
Ontario Education Capital Aid Corporation Act
Ontario Land Corporation Act, 1974
Ontario Loan Act
Ontario Municipal Employees Retirement System Act
Ontario Municipal Improvement Corporation Act
Ontario Planning and Development Act, 1973
Ontario Unconditional Grants Act, 1975
Ontario Universities Capital Aid Corporation Act, 1973
Ottawa-Carleton Amalgamations and Elections Act, 1973
Parkway Belt Planning and Development Act, 1973
Provincial Parks Municipal Tax Assistance Act, 1974
Public Parks Act
Public Utilities Act
Public Utilities Corporations Act
Regional Municipality of Durham Act, 1973
Regional Municipality of Haldimand-Norfolk Act, 1973
Regional Municipality of Halton Act, 1973
Regional Municipality of Hamilton-Wentworth Act, 1973
Regional Municipality of Niagara Act
Regional Municipality of Ottawa-Carleton Act
Regional Municipality of Peel Act, 1973
Regional Municipality of Sudbury Act, 1972
Regional Municipality of Waterloo Act, 1972
Regional Municipality of York Act
Shoreline Property Assistance Act, 1973
Snow Roads and Fences Act
Statistics Act
Statute Labour Act
Supply Act
Tax Sales Confirmation Act, 1974
Territorial Division Act
Town of Wasaga Beach Act, 1973
Vacant Land Cultivation Act
Village of Point Edward Act, 1972
Wharfs and Harbours Act

Office of the Assembly

Election Finances Reform Act, 1975
Legislative Assembly Act
Legislative Assembly Retirement Allowances Act, 1973
Ombudsman Act, 1975

Office of the Premier

Election Act
Executive Council Act
Lieutenant Governor Act
Policy and Priorities Board of Cabinet Act, 1971
Representation Act

Provincial Auditor

Audit Act

APPENDIX C

REGIONAL, DISTRICT AND FIELD OFFICES

MINISTRY OF AGRICULTURE & FOOD

AGRICULTURAL REPRESENATIVES COUNTY/DISTRICT OFFICES

Algoma
1496 Wellington St. E.,
SAULT STE. MARIE. P6A 2R1
705-253-1941

Brant
207 Greenwich St.,
BRANTFORD. N3S 2X7
519-759-4190

Bruce
Box 1330,
WALKERTON. N0G 2V0
519-881-3301

Carleton
26 Thorncliffe Pl.,
OTTAWA. K2H 6L2
613-828-9167

Cochrane North
Experimental Farm,
KAPUSKASING. P5N 2X9
705-335-5828

Cochrane South
Box 608,
MATHESON. P0K 1N0
705-273-2509

Dufferin
Box 100,
ORANGEVILLE. L9W 2Z5
519-941-3830

Dundas
Box 488,
WINCHESTER. K0C 2K0
613-774-2313

Durham
234 King St. E.,
BOWMANVILLE. L1C 1P5
416-623-3348

Elgin
594 Talbot St.,
ST. THOMAS. N5P 1C7
519-631-4700

AGRICULTURAL REPRESENTATIVES COUNTY/DISTRICT OFFICES

Essex
ESSEX. N0R 1E0
519-776-7361

Frontenac
Box 651, 1055 Princess St.,
KINGSTON. K7L 1H3
613-544-1995

Glengarry
Box 579,
ALEXANDRIA. K0C 1A0
613-525-1046

Grenville
Box 2004,
KEMPTVILLE. K0G 1J0
613-258-3411

Grey
181 Toronto St. S.,
MARKDALE. N0C 1H0
519-986-2040

Haldimand
CAYUGA. N0A 1E0
416-772-3381

Halton
181 Main St.,
MILTON. L9T 1N7
416-453-9766

Hastings
Box 340,
STIRLING. K0K 3E9
613-395-3393

Huron
Box 159,
CLINTON. N0M 1L0
519-482-3428

Kenora
70 Van Horne Ave.,
DRYDEN.
807-223-2415

AGRICULTURAL REPRESENTATIVES COUNTY/DISTRICT OFFICES

Kent
Box 726, 435 Grand Ave. W.,
CHATHAM. N7M 5L1
519-354-2150

Lambton
Box 730,
PETROLIA. N0N 1R0
519-882-0180

Lanark
10 Sunset Blvd.,
PERTH. K7H 2Y2
613-267-1063

Leeds
Box 635,
BROCKVILLE. K6V 5V8
613-342-2124

Lennox & Addington
41 Dundas St. W.,
NAPANEE. K7I 1Z5
613-354-3371

Manitoulin
GORE BAY. P0P 1H0
705-282-2043

Middlesex
195 Dufferin Ave.,
LONDON. N6A 1K7
519-434-6811

Muskoka & Parry Sound
Box 130,
HUNTSVILLE. P0A 1K0
705-789-5491

Niagara North
VINELAND STATION. L0R 2E0
416-562-4142

Niagara South
574 South Pelham St.,
WELLAND. L3C 3C6
416-732-7552

Nipissing
222 McIntyre St. W.,
NORTH BAY. P1B 2Y8
705-474-3050

AGRICULTURAL REPRESENTATIVES COUNTY/DISTRICT OFFICES

Norfolk
19 Kent Street, S.,
SIMCOE. N3Y 2X7
519-426-0680

Northumberland
Box 820,
BRIGHTON. K0K 1H0
613-475-1630

Ontario
Box 309,
UXBRIDGE. L0C 1K0
416-852-3132

Oxford
Box 666, 954 Dundas St. E.,
WOODSTOCK. N4S 7Z5
519-537-6621

Peel
3 Elizabeth St. S.,
BRAMPTON. L6Y 1P7
416-451-5474

Perth County
Box 398, 478 Huron St.,
STRATFORD. N5A 6T3
519-271-0280

Peterborough
55 George St. N.,
PETERBOROUGH. K9J 3G2
705-745-2403

Prescott
Box 110,
PLANTAGENET,
613-673-5115

Prince Edward
Box 470,
PICTON. K0K 2T0
613-476-3224

Rainy River
Front St.,
EMO. P0W 1E0
807-482-2310

Renfrew
315 Raglan St. S.,
RENFREW. K7V 1R6
613-432-4841

AGRICULTURAL REPRESENTATIVES COUNTY/DISTRICT OFFICES

Russell
666 Rue Notre Dame,
EMBRUN
613-443-3391

Simcoe North
Box 340,
ELMVALE. L0L 1P0
705-322-2231

Simcoe South
Box 370,
ALLISTON
705-435-5521

Stormont
Box 655, 109-11th St. W.
CORNWALL. K6H 5T3
613-933-1581

Sudbury
1414 La Salle Blvd.
SUDBURY. P3A 1Z0
705-566-1630

Timiskaming
Box "G"
NEW LISKEARD. P0J 1P0
705-647-6701

Thunder Bay
435 James St. S.
THUNDER BAY "F"
807-475-1631

Victoria
322 Kent St. W.
LINDSAY. K9V 2Z9
705-324-6125

Waterloo
824 King St. W.
KITCHENER. N2G 1G1
519-744-5294

Wellington
Box 370, ARTHUR. N0G 1A0
519-848-2447

Wentworth
R.R. 1, ANCASTER. L9G 3K9
416-527-2995

AGRICULTURAL REPRESENTATIVES COUNTY/DISTRICT OFFICES

York
Newmarket Plaza
NEWMARKET. L3Y 2N1
416-895-4519

FARM PRODUCTS INSPECTION REGIONAL OFFICES

Box 419,
BRADFORD. L0G 1C0
416-775-3333

Box 820,
BRIGHTON. K0K 1H0
613-475-1630

Box 62,
THUNDER BAY "F". P7C 4V5
807-475-1631

Box 248,
LEAMINGTON. N8H 3W2
519-326-5951

Box 188,
VINELAND STN. L0R 2E0
416-562-4144

319 Ontario Food Terminal
165 The Queensway,
TORONTO. M8Y 1H8
416-259-6379

AGRIC. REHABILITATION & DEV. ADMIN. REGIONAL OFFICES

181 Toronto St. S.,
MARKDALE. N0C 1H0
519-986-2040

Box 328,
GORE BAY. P0P 1H0
705-282-2171

Box 651,
1055 Princess St., 2nd Floor,
KINGSTON. K7L 1H3

Box 2004,
KEMPTVILLE. K0G 1J0
613-258-3441, ext. 280, 281, 282

AGRIC. REHABILITATION & DEV. ADMIN.
REGIONAL OFFICES

Box 110,
PLANTAGENET. K0B 1L0
613-673-5115

315 Raglan St. S.,
RENFREW. K7V 1R6
613-432-4841

55 George St. N.,
PETERBOROUGH. K9J 3G2
705-745-2403

MILK INDUSTRY BRANCH
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55 George St. N.
PETERBOROUGH
705-745-2403

Central West
Ont. Min. of Agric. & Food
MARKDALE
519-986-2040

MINISTRY OF THE ATTORNEY GENERAL

ASSESSMENT REVIEW COURTS

678 Main St. E.
HAMILTON. L8M 1K2
416-549-4173
Grand River/Niagara Region

426 Third St.,
LONDON. N5W 4W6
519-453-6660
Southwestern Region

713 Davis Dr.,
NEWMARKET. L3Y 2R3
416-895-1274
Central, Georgian Bay & Lake Huron

Northgate Shopping Centre,
NORTH BAY. P1B 2H3
705-474-1612
Northern Region

ASSESSMENT REVIEW COURTS

2378 Holly Lane,
OTTAWA. K1V 7P1
613-731-7166
Eastern Region

271 George St. N.,
PETERBOROUGH. K9J 3G9
705-743-7960
Lake Ontario Region

85 Great Northern Rd.
SAULT STE. MARIE. P6B 4Y8
705-949-5280
Northern Branch Office

1200 Bay St.,
TORONTO. M5R 2A6
416-965-6826
Metro Toronto Region

MINISTRY OF COLLEGES AND UNIVERSITIES

INDUSTRIAL TRAINING BRANCH
DISTRICT OFFICES

REGIONS 1 & 2 (Supervisors: TORONTO 416-965-6461):

Georgian College
401 Duckworth St.
BARRIE. L4M 3X9
705-728-1951, Ext. 220

Box 578
OWEN SOUND
519-376-5790

INDUSTRIAL TRAINING BRANCH
DISTRICT OFFICES

Durham College, Box 385
OSHAWA
416-576-0171

Sir Sandford Fleming College
526 McDonnel St.
PETERBOROUGH. K9J 7B1
705-743-4172

INDUSTRIAL TRAINING BRANCH DISTRICT OFFICES

REGION 3 (Supervisor: LONDON 519-453-7190):

Conestoga College, Rm. B16
460 Speedvale Ave.
GUELPH
519-821-3770

421 King St. N.
WATERLOO
519-884-5460

Conestoga College Info Centre
270 Water St.
STRATFORD
519-273-1520

520 First St., Unit 19
LONDON. N5V 1Z3
519-453-7190

REGION 4 (Supervisor: OTTAWA 613-731-7100):

Loyalist College, Pioneer Bldg.
Wallbridge Loyalist Rd.
BELLEVILLE
613-968-8671

St. Lawrence College,
20 Park Ave.
BROCKVILLE. K6V 5X3
613-345-0660, Ext. 211

St. Lawrence College,
1111 Montreal Rd.
CORNWALL. K6H 1E1
613-933-6080, Ext. 253

St. Lawrence College, Rm. GR-20
King St. W., KINGSTON
613-544-5400

P.O. Box 203,
PEMBROKE. K8A 6X3
613-735-1041

2197 Riverside Dr.
OTTAWA. K1H 7X3
613-731-7100

c/o Canada Manpower Centre
212 Main St. E.
HAWKESBURY
613-632-2759

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REGION 5 (Supervisor: HAMILTON 416-527-9105):

City Hall, Rm. 229
100 Wellington Square
BRANTFORD
519-756-5197

481 Barton St.
STONEY CREEK
416-664-5116

1 West Ave. S.
HAMILTON
416-527-9105

P.O. Box 1240
ST. CATHARINES
416-682-4313

P.O. Box 338
FORT ERIE
416-682-4313

REGION 6 (Supervisor: SAULT STE. MARIE 705-949-3331):

1500 Fisher St.
Northgate Plaza
NORTH BAY. P1B 2H3
705-474-5546

808 Robertson St.
KENORA
807-468-3128

Cambrian College, Rm. 3065
1400 Barrydowne Rd.
SUDBURY
705-560-3440

Box 398, Stn. B
THUNDER BAY
807-475-1605

Box 1183,
TIMMINS
705-235-3644

125 Brock St.
SAULT STE. MARIE
705-949-3331

INDUSTRIAL TRAINING BRANCH DISTRICT OFFICES

REGION 7 (Supervisor: WINDSOR 519-254-8654):

c/o Canada Manpower Centre
10 Centre St.
CHATHAM
519-352-2800

INDUSTRIAL TRAINING BRANCH DISTRICT OFFICES

Lambton College
1457 London Rd.
SARNIA
519-542-7751, Ext. 262

Patterson Collegiate, Rm. 108,
151 Elliott St. E.
WINDSOR. N9A 3R6
519-254-8654

MINISTRY OF COMMUNITY & SOCIAL SERVICES

DISTRICT OFFICES

NORTHERN ONTARIO

104 Government Rd., Box 429
KEEWATIN.
807-547-2801

8 Hudson's Bay Ave., Box 398
KIRKLAND LAKE.
705-567-3391

222 McIntyre St. W., Suite 408
Box 327,
NORTH BAY.
705-474-3540

123 March St., Box 68
SAULT STE. MARIE.
705-256-5666

127 Cedar St., Drawer 1120
SUDBURY.
705-674-3151

1200 Walsh St. W.,
THUNDER BAY.
807-475-1515

SOUTHERN ONTARIO

70 Collier St.
BARRIE.
705-737-1311

14 Bridge St. W., Box 816
BELLEVILLE.
613-962-9562

132 Second St. E., Box 1358
CORNWALL.
613-932-3381

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100 Main St. E., Flrs. 39, 40
HAMILTON.
416-526-9300

1055 Princess St. Box 970
KINGSTON.
613-544-6206

322 Kent St. W.,
LINDSAY.
705-324-6128

6th Flr. 495 Richmond St.
LONDON.
519-438-5111

2197 E. Riverside Dr. Suite 201
OTTAWA.
613-737-5520

5th Flr. 110 James St.,
Box 176,
ST. CATHARINES.
416-688-3022

4th Flr., 110 Eglinton Ave. W.
TORONTO.
416-487-4392

5th Floor, Waterloo Square,
75 King St. S.,
WATERLOO.
519-579-3130

3rd Flr. 2090 Wyandotte St. E.,
WINDSOR.
519-254-1651

20 Nelson St. W., Suite 201
YORK-PEEL (BRAMPTON)
416-453-3181

MINISTRY OF CONSUMER & COMMERCIAL RELATIONS

FIELD OFFICES	BRANCHES REPRESENTED
Rms. 205-206, 143 Main St. E. HAMILTON. L8N 1G4 416-529-8177	Consumer Protection Bureau Credit Unions Br. Motor Vehicle Dealers Cemeteries Br.
1 West Ave. S. HAMILTON. L8N 2R9 416-527-2951	Elevating Devices Br. Boilers & Pressure Vessels Br.
Ont. Gov't. Bldg. 1055 Princess St. KINGSTON. K7L 1H3 613-549-2600	Elevating Devices Br. Upholstered & Stuffed Articles Br. Boilers & Pressure Vessels Br. Cemeteries Br.
824 King St. W. KITCHENER. N2G 1G1 519-744-7308	Elevating Devices Br. Boilers & Pressure Vessels Br.
251 King St. W., Rm. 401 KITCHENER. N2G 1B5 519-743-6723	Consumer Protection Bureau Credit Unions Br.
Court House, Main Floor 80 Dundas St. LONDON. N6A 2P3 519-679-7150, 433-6197	Consumer Protection Bureau Elevating Devices Br. Credit Unions Br. Boilers & Pressure Vessels Upholstered & Stuffed Articles Motor Vehicle Dealers Cemeteries Branch
Box 551, Northgate Plaza NORTH BAY. P1B 8J1 705-472-1820	Credit Unions Br.
100 Gloucester St., Suite 500 OTTAWA. K2P OA4 613-237-5230	Consumer Protection Bureau Motor Vehicle Dealers Credit Unions Br. Cemeteries Br.
Pebb Bldg., 3rd Floor, 2197 Riverside Dr. OTTAWA. K1H 7X3 613-731-2556	Elevating Devices Br. Boilers & Pressure Vessels Br.
139 George St. N., PETERBOROUGH. K9J 3G6 705-743-8728	Consumer Protection Bureau Credit Unions Br. Motor Vehicle Dealers

FIELD OFFICES	BRANCHES REPRESENTED
242A Indian Rd. S., SARNIA. N7T 3W4 519-337-2254	Boilers & Pressure Vessels Br.
Box 550, 444 Queen St. E., SAULT STE. MARIE. P6A 5M8 705-949-0332	Consumer Protection Bureau Motor Vehicle Dealers
125 Brock St. SAULT STE. MARIE. P6A 3B6 705-949-3331	Boilers & Pressure Vessels Br.
1538 La Salle Blvd. SUDBURY. P3A 1Z7 705-675-1517, 566-3071	Consumer Protection Bureau Elevating Devices Br. Boilers & Pressure Vessels Br.
Ont. Gov't. Bldg. 435 James St. S., THUNDER BAY. P7E 6E3 807-475-1641	Consumer Protection Bureau Elevating Devices Br. Boilers & Pressure Vessels Br. Credit Unions Br.
880 Ouellette Ave., Suite 147 WINDSOR. N9A 1C7 519-254-6413	Consumer Protection Bureau Motor Vehicle Dealers Credit Unions Br.
500 Ouellette Ave., Rm. 605 WINDSOR. N9A 1B3 519-256-8278	Elevating Devices Br. Boilers & Pressure Vessels Br.

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Box 511, Postal Station ETOBICOKE. M9C 4V5 416-923-1199 (Etobicoke)	Box 940, Postal Stn. A SCARBOROUGH. M1K 5E4 416-923-1199 (Scarborough)
Box 1013, Postal Stn. 0 EAST YORK. M4A 2N4 416-923-1199 (East York)	Box 23, Postal Stn. A WESTON. M9N 3M6 416-923-1199 (York)

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705-737-2111
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MISSISSAUGA. L5A 2Z7
416-270-3280
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OSHAWA. L1H 7R2
416-579-4421
(Reg. Mun. of Durham)

Box 1586,
PETERBOROUGH. K9J 7S2
705-743-9511
(Counties of Peterborough, Northumberland, Victoria & Haliburton)

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RICHMOND HILL. L4C 4Y6
416-884-6092
(Reg. Mun. of York)

CENTRAL-WEST:

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HAMILTON. L8N 3R5
416-528-8701
(Reg. Mun. of Hamilton-Wentworth, Halton, Haldimand-Norfolk, & County of Brant)

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KITCHENER. N2G 4J3
519-579-5790
(Reg. Mun. of Waterloo & the Counties of Wellington & Dufferin)

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ST. CATHARINES. L2R 7E3
416-685-6562
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OWEN SOUND. N4K 5R4
519-376-3202
(Counties of Grey & Bruce)

Box 1605,
WINDSOR. N9A 6F2
519-253-3532
(Counties of Essex & Kent)

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BELLEVILLE. K8N 5H9
613-996-4451
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CORNWALL. K6H 6G2
613-933-8662
(Counties of Stormont, Dundas & Glengarry, Prescott & Russell)

Box 5500,
KINGSTON. K7L 6G2
613-549-4426
(Counties of Frontenac, Lennox & Addington, Leeds & Grenville, & portion of Lanark)

Box 9800,
OTTAWA. K1G 3Y2
613-238-5055
(Reg. Mun. of Ottawa-Carleton & portion of Lanark County)

Box 1010,
PEMBROKE. K8A 7T3
613-735-0135
(County of Renfrew)

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NORTHEASTERN:

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NORTH BAY. P1B 8K1
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SAULT STE. MARIE. P6A 5N2
705-942-1123
(District of Algoma)

Box 1059,
SUDBURY. P3E 4S6
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KENORA. P9N 3X8
807-468-3159
(Dists. of Kenora & Rainy River)

Box 5000, Postal Stn. F
THUNDER BAY. P7C 5G6
807-475-1595
(Dist. of Thunder Bay)

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Elgin & Queen Sts.,
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Court House,
80 Wellington St.,
BRANTFORD. N3T 2L9
519-752-8321

Bruce
203 Cayley St.,
P.O. Box 160,
WALKERTON. N0G 2V0
519-881-2251

Carleton
Court House,
2 Daly Avenue,
OTTAWA. K1N 6E2
613-238-1956

Cochrane
Court House,
149 4th Ave.,
P.O. Box 580,
COCHRANE. P0L 1C0
705-272-4025

Dufferin
75 First St.,
ORANGEVILLE. L9W 2E7
519-941-1481

Dundas
5th Street,
MORRISBURG. K0C 1X0
613-543-2583

Durham East & Port Hope
17 Mill St. N.,
P.O. Box 122,
PORT HOPE. L1A 3W3
416-885-5616

Durham West & Newcastle
108 Liberty St. N.,
P.O. Box 178,
BOWMANVILLE. L1C 3K9
416-623-3751

Elgin
Wellington St.,
P.O. Box 4,
ST. THOMAS. N5P 3T5
519-631-3015

Essex
356 Brock St.,
WINDSOR. N9C 3Z1
519-254-6363

Frontenac
Court House,
KINGSTON. K7L 2N4
613-548-8322

Glengarry
P.O. Box 668,
63 Kenyon St. W.,
ALEXANDRIA.
613-525-1315

Grenville
Centre Street,
P.O. Box 676,
PRESCOTT. K0E 1T0
613-925-3177

Grey North
Court House,
596 9th Ave. E.,
OWEN SOUND. N4K 3E3
519-376-1637

Grey South
16 Lambton St. E.,
P.O. Box 10,
DURHAM. N0G 1R0
519-369-2642

Haldimand
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CAYUGA. N0A 2K0
416-772-3340

Haliburton
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MINDEN. K0M 2K0
705-286-1391

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MILTON. L9T 1Y7
416-878-7287

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Pinnacle Street,
Court House,
BELLEVILLE. K8N 3A9
613-986-4597

Huron
38 North St.,
P.O. Box 216,
GODERICH. N7A 3Z2
519-524-9562

Kenora
220 Main St. S.,
KENORA. P9N 3X7
807-468-3138

Kent
William St. N.,
CHATHAM. N7M 5L8
519-352-5520

Lambton
Court House,
700 N. Christina St.,
P.O. Box 3021,
SARNIA. N7T 7N5
519-337-3265, Ext. 40

Lanark North
125 Brougham St.,
P.O. Box 159, ALMONTE. K0A 1A0
613-256-1577

Lanark South
10 Sunset Blvd.,
P.O. Box 278,
PERTH. K7H 3E4
613-267-1144

Leeds
P.O. Box 146,
William St.,
BROCKVILLE. K6V 5V2
613-345-5751

Lennox
87 Thomas St.,
P.O. Box 459,
NAPANEE. K0K 2R0
613-354-3751

Manitoulin
Phipps St.,
P.O. Box 265,
GORE BAY. P0P 1H0
705-282-2442

Middlesex East
80 Dundas St.,
LONDON. N6A 2P3
519-679-7180

Middlesex West
178 McKellar St.,
P.O. Drawer 9,
GLENCOE. N0L 1M0
519-387-2511

Muskoka
15 Dominion St.,
P.O. Box 1049,
BRACEBRIDGE. P0B 1C0
705-645-4415

Niagara North
Landmark Building,
43 Church St.,
P.O. Box 126,
ST. CATHARINES. L2R 6R4
416-682-1351

Niagara South
20 Cross St. North,
WELLAND.
416-732-5044

Nipissing
514 Main St. West,
NORTH BAY. P1B 2V4
705-474-2270

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Court House,
#3 Highway West,
SIMCOE.
519-426-2216

Northumberland E.
King Street,
P.O. Box 339,
COLBORNE.
416-355-2338

Northumberland W.
Counties Bldg.,
860 William St.,
P.O. Box 668,
COBOURG. K9A 4K8
416-372-3813

Ontario
400 Centre St. S.,
WHITBY. L1N 4W2
416-668-6811

Ottawa & Ottawa Carleton
Court House,
67 Nicholas St.,
OTTAWA. K1N 7B9
613-232-3791

Oxford
75 Graham St.,
P.O. Box 246,
WOODSTOCK. N4S 7W8
519-537-6287

Parry Sound
28 Miller St.
P.O. Box 1089,
PARRY SOUND. P2A 2X4
705-746-5816

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1 Wellington St. E.,
BRAMPTON. L6W 1Y1
416-457-5610

Perth
York St. West,
P.O. Box 902,
STRATFORD. N5A 6T1
519-271-3343

Peterborough
Court House,
College Street,
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705-745-0587 Ext. 44

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L'ORIGNAL. K0B 1K0
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334 Main St. E.,
PICTON. K0K 2T0
613-476-4421

Rainy River
353 Church St.,
P.O. Box 398,
FORT FRANCES. P9A 3M7
807-274-5451

Renfrew
283 Pembroke St. E.,
P.O. Box 760,
PEMBROKE. K8A 6X1
613-732-8331

Russell
P.O. Box 10,
RUSSELL. K0A 3B0
613-445-2188

Simcoe
Court House,
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BARRIE. L4M 1M1
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127 Sydney St.,
CORNWALL. K6H 5V3
613-932-4522

Sudbury
135 Elm St. W.,
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SUDBURY. P3E 4S7
705-674-3151, Ext. 244

Thunder Bay
29 Royston Court,
Postal Station "P"
THUNDER BAY. P7A 4Y7
807-344-6654

Timiskaming
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P.O. Box 159,
HAILEYBURY. P0J 1P0
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New City Hall,
100 Queen St. West,
TORONTO. M5H 2N1
416-965-7553

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100 Queen St. W.,
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416-965-7588

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100 Queen St. West,
TORONTO. M5H 2N1
416-965-5248

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519-653-5778

Wellington North
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ARTHUR. N0G 1A0
519-848-2300

Wellington South
P.O. Box 905,
21 Douglas St.,
GUELPH. N1H 6M6
519-822-0251

Wentworth
Court House,
50 Main St. E.,
HAMILTON. L8N 1E9
416-522-3556

York North
134 Main St.,
NEWMARKET. L3Y 4W3
416-895-9801

MINISTRY OF CORRECTIONAL SERVICES

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613-544-0813
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101B Holiday Inn Dr.,
CAMBRIDGE.
519-658-5101
(Western Region)

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JUVENILE DIVISION

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705-743-1624
(North Eastern Region)

101B Holiday Inn Dr.,
CAMBRIDGE.
519-658-5101
(South Western Region)

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THUNDER BAY F, P7E 6E3
807-475-1255

8 King St.,
DRYDEN.
807-223-2271

NORTHEASTERN (Regional Office: NORTH BAY)

Box 327
222 McIntyre St. W.,
NORTH BAY. P1B 2Y8
705-474-3821

123 March St., Box 68,
SAULT STE. MARIE
705-256-2200

1760 Region St. S.,
SUDBURY.
705-674-3151

EASTERN (Regional Office: OTTAWA)

Rideau Trust Bldg., Rm. 1116,
1 Nicholas St.
OTTAWA. K1N 7B7
613-232-1116

1055 Princess St., Box 970,
KINGSTON.
613-542-7349

FIELD OFFICES

14 Bridge St. W.,
Box 816,
BELLEVILLE. K8P 1H7
613-968-3474

CENTRAL EAST (Regional Office: TORONTO)

3rd Flr., 863 Bay St.
TORONTO.
416-965-0283

70 Collier St., 4th Flr.,
Box 910,
BARRIE.
705-737-1311

CENTRAL WEST (Regional Office: HAMILTON)

1083 Barton St. E.
HAMILTON. L8L 3E2
416-549-2471

Suite 501, Waterloo Square,
WATERLOO.
519-886-3520

SOUTHWESTERN (Regional Office: LONDON)

495 Richmond St., 5th Flr.,
LONDON. N6A 5A9
519-438-2947

FIELD OFFICES

374 Seventh Ave.,
HANOVER.
519-364-1626

FIELD OFFICES

2090 Wyandotte St. E.,
WINDSOR.
519-254-1651

INDIAN COMMUNITY SECRETARIAT

FIELD OFFICES

7 Charlotte St.,
BRANTFORD.
519-756-5790
(Southwestern District)

Box 613,
FORT FRANCES.
807-274-9732
(Northwestern Area)

Box 778,
GERALDTON.
807-854-0169
(Northwestern Area)

207 First St. S.,
KENORA
807-468-5568
(Northwestern Area)

Box 125,
MOOSONEE.
705-336-2644
(Northeastern Area)

FIELD OFFICES

15 Matchedash St. N.,
ORILLIA.
705-325-9561
(Northeastern Area)

Box 234,
RED LAKE.
807-727-2055
(Northwestern Area)

Box 68,
SAULT STE. MARIE.
705-256-7621
(Northeastern Area)

1760 Regent St. S.,
SUDBURY.
705-674-3151
(Northeastern Area)

221 Bay St.,
THUNDER BAY.
807-475-1225
(Northwestern Area)

MINISTRY OF EDUCATION

REGIONAL OFFICES

Northwestern Ontario
435 James St. South, P.O. Box 5000
THUNDER BAY "F". P7C 5G6
807-475-1571

Midnorthern Ontario
1349 Lasalle Blvd.,
SUDBURY. P3A 1Z5
705-566-3480

Northeastern Ontario
447 McKeown Ave., P.O. Box 3020
NORTH BAY. P1B 8K7
705-474-7210

REGIONAL OFFICES

Western Ontario
759 Hyde Park Rd.,
LONDON. N6H 3S6
519-472-1440

Niagara
Suite 402, 15 Church St.,
P.O. Box 906
ST. CATHARINES. L2R 7A1
416-684-1123

Eastern Ontario
1055 Princess St.,
KINGSTON. K7L 5T3
613-546-2641

REGIONAL OFFICES

Midwestern Ontario
279 Weber St. North,
WATERLOO. N2J 1W4
519-885-0440

Central Ontario
Suite 3201, 2025 Sheppard Ave. E.,
WILLOWDALE. M2J 1W4
416-491-0330

REGIONAL OFFICES

Ottawa Valley
1825 Woodward Drive,
OTTAWA. K2C 0R2
613-225-2230

MINISTRY OF THE ENVIRONMENT

REGIONAL & DISTRICT OFFICES

NORTHWESTERN (Regional Office: THUNDER BAY)

435 James St. S.,
THUNDER BAY. P7E 6E3
807-475-1205

203 First St. S.,
KENORA. P9N 1C2
807-468-5578

NORTHEASTERN (Regional Office: SUDBURY)

469 Bouchard St.,
Regency Mall,
SUDBURY. P3E 2K8
705-522-8282

83 Algonquin Blvd. W.,
TIMMINS. P4N 2R4
705-264-9474

445 Albert St. E.,
SAULT STE. MARIE. P6A 2H3
705-949-4640

1500 Fisher St.,
Northgate Plaza,
NORTH BAY. P1B 2H3
705-476-1001

74 Church St.,
PARRY SOUND. P2A 1Z1
705-746-2139

REGIONAL & DISTRICT OFFICES

SOUTHWESTERN (Regional Office: LONDON)

985 Adelaide St. S.,
LONDON. N6E 1V3
519-681-3600

3012 Tecumseh Rd. E.,
WINDSOR. N8W 1G7
519-945-2339

242 A Indian Rd. S.,
Suite 209 S,
SARNIA. N7T 3W4
519-336-4030

220-11th St. E., Suite 108,
OWEN SOUND. N4K 1T9
519-371-2901

435 Grand Ave. W.,
CHATHAM. N7L 3Z4
519-352-5107
(Sub-District Office)

WEST-CENTRAL (Regional Office: STONEY CREEK)

140 Centennial Parkway N.,
STONEY CREEK. L8E 3H2
416-561-7410

400 Clyde Rd., P.O. Box 219,
CAMBRIDGE. N1R 1L9
519-623-2080

REGIONAL & DISTRICT OFFICES

637-641 Niagara St. N.,
WELLAND. L3C 1L9
416-735-0431

Box 473,
SIMCOE. N3Y 4L5
519-426-1940
(Sub-District Office)

CENTRAL (Regional Office: DON MILLS)

Suite 700,
150 Ferrand Drive,
DON MILLS. M3C 3C3
416-424-3000

2757 Haines Rd.,
MISSISSAUGA. L4Y 1Y7
416-270-1451
(South Peel Area System)

12 Fairview Rd.,
BARRIE. L4N 4P3
705-726-1730

GRAVENHURST. P0C 1G0
705-687-3408
(Muskoka-Haliburton)

139 George St. N.,
PETERBOROUGH. K9J 3G6
705-743-2972

REGIONAL & DISTRICT OFFICES

125 Cross Ave.,
OAKVILLE. L6J 2W8
416-822-2566
(Halton-Peel)

SOUTHEASTERN (Regional Office: KINGSTON)

133 Dalton St.,
P.O. Box 820,
KINGSTON. K7L 4X6
613-549-4000

2378 Holly Lane,
OTTAWA. K1V 7P1
613-521-3450

408 Pitt St.,
CORNWALL. K6J 3R2
613-933-7402

15 Victoria Ave.,
BELLEVILLE. K8N 1Z5
613-962-9208

1000 MacKay St., P.O. Box 67,
PEMBROKE. K8A 6X1
613-732-3643

MINISTRY OF GOVERNMENT SERVICES
PROPERTY MANAGEMENT BRANCH

REGIONAL OFFICES

24 James Street East,
P.O. Box 790,
ORILLIA. L3V 6K7
705-325-7403
(Georgian Bay)

400 Elizabeth Street,
GUELPH. N1E 2Y1
519-822-1150
(Guelph)

Ontario Government Building,
P.O. Box 159,
KEMPTVILLE. K0G 1J0
613-269-4764
(Kemptville)

REGIONAL OFFICES

1055 Princess Street,
P.O. Box 8000,
KINGSTON. K7L 1H3
613-544-8955
(Kingston)

322 Kent Street West,
P.O. Box 7000,
LINDSAY. K9B 4S9
705-324-9188
(Lindsay)

900 Highbury Avenue,
P.O. Box 2452,
LONDON. N6A 4G3
519-453-3550
(London)

REGIONAL OFFICES

345 Park Street West,
P.O. Box 100,
DUNDAS. L9H 5E7
416-627-3515
(Niagara)

Highway 69,
South McFarlane Lake,
P.O. Box 1030,
SUDBURY. P3E 4S3
705-522-5830
(Northeast)

255 Conmee Avenue,
SAULT STE. MARIE. P6C 1W4
705-949-4515
(Algoma)

P.O. Box 520,
Hollinger Lane,
SCHUMACHER. P0N 1G0
705-264-2234
(Cochrane)

REGIONAL OFFICES

1353 Gorman Street,
NORTH BAY. P1D 2Y3
705-476-2260
(North Bay)

20 Alberta Street,
P.O. Box 1020
THUNDER BAY. P7B 5G5
705-475-1285
(Northwest)

720 Robertson Street,
P.O. Box 516,
KENORA. P9N 3X5
807-468-7002
(Kenora)

MINISTRY OF HEALTH
ONTARIO HEALTH INSURANCE PLAN

REGIONAL OFFICES

25 Main St. W.,
HAMILTON.
416-528-3481

1055 Princess St.,
KINGSTON.
613-546-3811

227 Queen's Ave.,
LONDON.
519-433-4561

55 City Centre Drive,
MISSISSAUGA.
416-275-2730

44 Bond St. W.,
OSHAWA.
416-576-2870

REGIONAL OFFICES

75 Albert St.,
OTTAWA.
613-237-9100

295 Bond St.,
SUDBURY.
705-675-9111

2195 Yonge St.,
TORONTO.
416-482-1111

435 James St. S.,
THUNDER BAY.
807-475-1431

1427 Ouellette Ave.,
WINDSOR.
519-258-7560

NURSING HOME INSPECTION SERVICE

REGIONAL OFFICES

227 Queen's Ave.,
LONDON.
519-432-1866

2427 Holly Lane,
OTTAWA.
613-731-7876

REGIONAL OFFICES

6th Flr., 880 Bay St.,
TORONTO.
416-965-4690

REGIONAL PUBLIC HEALTH LABORATORIES

P.O. Box 2100,
HAMILTON. L8N 3R5
416-385-5379

808 Robertson St.,
KENORA. P9N 3X9
807-468-8707

P.O. Box 240,
KINGSTON. K7L 4V8
613-546-2686

P.O. Box 5704, Terminal A,
LONDON. N6A 4L6
519-455-9310

P.O. Box 200,
NORTH BAY. P1B 8H2
705-474-3550

P.O. Box 600,
ORILLIA. L3V 6K5
705-325-7449

P.O. Box 6301, Stn. J,
OTTAWA. K2A 1S8
613-828-2442

P.O. Box 700,
PALMERSTON. N0G 2P0
519-343-2015, Ext. 235

P.O. Box 265,
PETERBOROUGH. K9J 6Y8
705-743-6811

P.O. Box 220,
SAULT STE. MARIE. P6A 5L6
705-254-7021

P.O. Box 3016,
ST. CATHARINES. L2R 7B1
416-682-2649

1300 Paris Crescent,
SUDBURY. P3E 3A3
705-522-2640

P.O. Box 1100, Stn. F,
THUNDER BAY. P7C 4X9
807-622-6449

206 5th Ave.,
TIMMINS. P4N 5L3
705-264-8771

P.O. Box 1616,
WINDSOR. N9A 6S2
519-969-4341

P.O. Box 310,
WOODSTOCK. N4S 7X9
519-539-2025

PSYCHIATRIC HOSPITALS BRANCH
HOMES FOR SPECIAL CARE PROGRAM

HOMES FOR SPECIAL CARE REGIONAL OFFICES:

Kingston Psychiatric Hospital
Box 603, KINGSTON. K7L 4X3
613-546-1101

London Psychiatric Hospital
Box 2532, Terminal A,
LONDON. N6A 4N1
519-455-5110, Ext. 405

880 Bay St., 6th Flr.,
TORONTO. M5S 1Z8
416-965-5081

PSYCHIATRIC HOSPITALS

Brockville Psychiatric Hospital
BROCKVILLE. K6V 5T8
613-345-1461

Hamilton Psychiatric Hospital
Box 585, HAMILTON. L9C 3N6
416-388-2511

Kingston Psychiatric Hospital
Box 603, KINGSTON. K7L 4X3
613-546-1101, Ext. 210

London Psychiatric Hospital
Box 2532, Terminal A,
LONDON. N6A 4N1
519-455-5110

North Bay Psychiatric Hospital
Box 3010
NORTH BAY. P1B 8L1
705-474-1200

Dr. Mackinnon Phillips Hospital
Box 600, OWEN SOUND. N4K 5R3
519-376-6130

Mental Health Centre
PENETANGUISHINE
705-549-7431

Thistletown Regional Centre
REXDALE.
416-741-1210

St. Thomas Psychiatric Hospital
Box 2004,
ST. THOMAS. N5P 3V9
519-631-8150

Lakehead Psychiatric Hospital
P.O. Box 930
THUNDER BAY.
807-344-3571

Lakeshore Psychiatric Hospital
3131 Lakeshore Blvd. W.,
TORONTO. M3V 1K9
416-259-8291

Queen St. Mental Health Centre
999 Queen St. W.,
TORONTO. M6J 1H4
416-533-8501

Whitby Psychiatric Hospital
WHITBY. L1N 5S9
416-668-5881

NORTHERN ONTARIO PUBLIC HEALTH SERVICES

P.O. Box 57,
MOOSONEE.
705-336-2294

Northgate Plaza, 2nd Flr.,
P.O. Box 272,
NORTH BAY.
705-472-3720

75 Elgin St.,
P.O. Box 121,
SAULT STE. MARIE.
705-256-2224

174 Larch St.,
P.O. Box 1231,
SUDBURY.
705-674-3151, Ext. 262

435 James St. S.,
Box 5000, Postal Stn. F,
THUNDER BAY.
807-475-1341

217 Algonquin Blvd. E.,
P.O. Box 491,
TIMMINS.
705-264-4763

MINISTRY OF HOUSING

ONTARIO HOUSING CORPORATION (OHC) BRANCH OFFICES

Northern Ontario
707 Lorne St.,
SUDBURY. P3C 4R9
705-675-8351

Northwestern Ontario
135 North Syndicate Ave.,
THUNDER BAY. P7C 4E8
807-475-1465

Eastern Ontario
1 Nicholas St., 11th Flr.,
OTTAWA. K1N 7B7
613-237-0612

Central Ontario
101A Holiday Inn Drive,
CAMBRIDGE. N3C 1Z3
519-658-5154

Southern Ontario
55 Hess St. S., Penthouse,
HAMILTON. L8P 4R8
416-527-9216

Southwestern Ontario
80 Dundas W.,
LONDON. N6A 2P3
519-679-7110

ONTARIO HOUSING ACTION PROGRAM (OHAP) FIELD OFFICES

Durham Region:	50 Centre St., 5th Flr., OSHAWA. L1H 3Z7 416-728-6261
Haldimand-Norfolk, Sault Ste. Marie, Thunder Bay	County Administrative Bldg., SIMCOE. 519-426-2809
Halton & Peel York	7784 Martingrove Rd., Suite 2 WOODBRIDGE. 416-851-2837
Hamilton-Wentworth	143 James St. S., Suite 425, HAMILTON. L8P 3A1 416-522-0147
Metro Toronto, Sarnia	101 Bloor St. W., 5th Flr., TORONTO. M7A 2M6 965-3173
Ottawa-Carleton	Capitol Square Bldg., 3rd Flr., 222 Queen St., OTTAWA. K1P 5V9 613-563-2776

COMMUNITY PLANNING ADVISORY BRANCH REGIONAL OFFICES

Central Region
47 Sheppard Ave. E.,
WILLOWDALE. M2N 2Z8
416-226-1851

South East Region
3rd Flr., 244 Rideau St.,
OTTAWA. K1N 5Y3
613-233-9301

North East Region
758 La Salle Blvd. W.,
SUDBURY. P3A 4V4
705-560-0120

North West Region
435 James St. S.,
THUNDER BAY. P7C 5G6
807-475-1651

South Western Region
495 Richmond St.,
LONDON. M6A 5A9
519-673-1611

MINISTRY OF INDUSTRY & TOURISM
SMALL BUSINESS – OPERATIONS DIVISION

AREA & FIELD OFFICES

CENTRAL EAST (Area Office: WILLOWDALE)

Suite 480, 5 Fairview Mall Dr.,
WILLOWDALE. M2J 2Z1
416-491-7680

2nd Flr., Sterling Trust Bldg.,
73 Mississaga St. E.,
P.O. Box 488,
ORILLIA. L3V 1V4
705-325-1363

15 Main St., Box 1410,
HUNTSVILLE. P0A 1K0
705-789-4448

139 George St. N.,
PETERBOROUGH. K9J 3G6
705-742-3459

Ontario Travel Info Centre
Highway 400
BARRIE. L4M 4T5
705-726-0932

CENTRAL WEST (Area Office: KITCHENER)

305 King St. W.,
KITCHENER. N2G 1B9
519-744-6391

Garden City Skyway, R.R. 4,
P.O. Box 3024,
ST. CATHARINES. L2R 7E6
416-684-2345

Ontario Travel Info Centre
5629 Falls Ave.,
NIAGARA FALLS. L2E 3P7
416-358-3761

SOUTHWESTERN (Area Office: LONDON)

195 Dufferin St., Suite 607
LONDON. N6A 1K7
519-433-8105

AREA & FIELD OFFICES

1132 Second Ave. E.,
Suite 104, Box 485,
OWEN SOUND. N6A 1K7
519-376-3875

875 Ouellette Ave., Suite 303
WINDSOR. N9A 4J6
519-252-3475

Ontario Travel Info Centre
110 Park St. E.,
WINDSOR. N9A 3A9
519-252-8368

Ontario Travel Info Centre
Blue Water Bridge, Box 151,
SARNIA. N7T 7H9
519-344-7403

EASTERN (Area Office: OTTAWA)

220 Laurier Ave., 9th Flr.,
OTTAWA. K1P 5Z9
613-237-6280

146 John St. N., Box 308,
ARNPRIOR. K7S 2N7
613-623-3153

143 Parkdale Ave.,
BROCKVILLE. K6V 5V1
613-342-5522

797 Princess St.,
KINGSTON. K7L 1G1
613-546-0174

Ontario Travel Info Centre
Hill Island,
LANSDOWNE. K0E 1L0
613-659-2108

Ontario Travel Info Centre
903 Brookdale Ave.,
CORNWALL. K6J 4P3
613-933-2420

NORTHEASTERN (Area Office: SUDBURY)

767 Barrydowne Rd.,
SUDBURY. P3Z 3T6
705-560-1330

AREA & FIELD OFFICES

Northgate Plaza,
1500 Fisher St., Box 885,
NORTH BAY. P1B 3T6
705-472-9660

120 Huron St., Box 1196,
SAULT STE. MARIE. P6A 5N7
705-253-1103

273 Third Ave.,
TIMMINS. P4V 1E2
705-264-5393

AREA & FIELD OFFICES

NORTHWESTERN (Area Office: THUNDER BAY)

435 James St. S., 3rd Flr.,
THUNDER BAY. P7E 6E3
807-475-1325

808 Robertson St., Box 450,
KENORA. P9N 3N1
807-468-7622

283 Church St., Box 815,
FORT FRANCES. P9A 3N1
807-274-3250

THE DEVELOPMENT CORPORATIONS

MAIN OFFICE

ONTARIO DEVELOPMENT CORPORATION
Mowat Block, Queen's Park
TORONTO. M7A 1T5
416-965-4622

NORTHERN ONTARIO DEVELOPMENT CORP.
Ont. Gov't. Bldg.,
435 James St. S.,
THUNDER BAY. P7E 6E3
807-476-1671

EASTERN ONTARIO DEVELOPMENT CORP.
Suite 900, 220 Laurier Ave. W.,
OTTAWA. K1P 5J8
613-237-6299

REGIONAL OFFICES

Sterling Trust Bldg.,
73 Mississaga St. E.,
ORILLIA. L3V 1V4
705-325-5553

195 Dufferin St., 6th Flr.,
LONDON. N6A 1K7
519-433-2871

767 Barrydowne Rd.,
SUDBURY. P3A 3T6
705-560-1422

Patricia Block
261 Third Ave.,
TIMMINS. P4N 1E2
705-264-1323

797 Princess St.,
KINGSTON. K7L 1G1
613-546-3101

MINISTRY OF LABOUR

DISTRICT OFFICE

1 West Ave., South
HAMILTON. L8N 2R9

BRANCHES & TELEPHONE NO.

Admin. Operations,
Construction Safety, &
Industrial Safety, & Ont.
Human Rights Comm. 416-527-2941

Employment Standards 416-527-4501

DISTRICT OFFICE	BRANCHES & TELEPHONE NO.	
808 Robertson St., KENORA.	Admin. Operations & Ont. Human Rights Comm.	807-468-3128
1055 Princess St., KINGSTON. K7L 1H3	Admin. Operations, Construction Safety, & Industrial Safety	613-542-2853
824 King St. W., KITCHENER. N2G 1G1	Admin. Operations	519-744-7308
	Construction Safety, Industrial Safety, Ont. Human Rights Comm. & Employment Standards	519-744-5211
560 Wellington St., LONDON.	Admin. Operations, Construction Safety & Industrial Safety	519-438-5143
	Employment Standards	519-438-7291
	Ont. Human Rights Comm.	519-438-6141
2197 Riverside Drive, OTTAWA.	Admin. Operations, Construction Safety & Industrial Safety	613-731-2556
	Employment Standards	613-731-7200
	Ont. Human Rights Comm.	613-731-2415
267 Stewart St., PETERBOROUGH.	Ont. Human Rights Comm.	705-743-0361
125 Brock St., SAULT STE. MARIE.	Admin. Operations, & Industrial Safety	705-949-3331
1538 Lasalle Blvd. SUDBURY.	Admin. Operations, Construction Safety, Industrial Safety, Employment Standards & Ont. Human Rights Comm.	705-566-3071
435 James St. S., THUNDER BAY.	Admin. Operations, Construction Safety, & Industrial Safety, & Employment Standards	807-475-1691
	Ont. Human Rights Comm.	807-475-1693

DISTRICT OFFICE

500 Ouellette Ave.,
WINDSOR.

BRANCHES & TELEPHONE NO.

Admin. Operations, Construction Safety, & Industrial Safety	519-256-8278
Ont. Human Rights Comm.	519-256-3611

WORKMEN'S COMPENSATION BOARD

AREA OFFICES

350 Spark St., Rm. 206,
OTTAWA. K1R 7S8
613-238-7850

151 Frederick St.,
KITCHENER. N2H 2M2
519-576-4130

100 Main St. E., Rm. 4103,
HAMILTON. L8N 3W6
416-523-1817

495 Richmond St.,
LONDON. N6A 5A9
519-433-0234

AREA OFFICES

787 Ouellette Ave.,
WINDSOR. N9A 4J4
519-256-3469

189 Wyld St.,
P.O. Box 3190,
NORTH BAY. P1B 1Z2
705-472-5783

224 Elm St. W.,
SUDBURY. P3C 1V3
705-675-6701

Rm. 101, West Arthur Place,
1265 Arthur St. E.,
THUNDER BAY F. P7E 1V8
807-623-4545

MINISTRY OF NATURAL RESOURCES
ADMINISTRATION

REGIONAL & DISTRICT OFFICES

REGIONAL & DISTRICT OFFICES

Northwestern Region
808 Robertson St.,
Box 5160, KENORA. P9N 3X9
807-468-3111

Box 640,
DRYDEN. P8N 2Z3
807-223-3341

922 Scott St.,
FORT FRANCES. P8N 2Z3
807-274-5337

Box 448,
IGNACE. P0T 1T0
807-934-2233

Box 5080,
KENORA. P9N 3X9
807-468-9841

Box 323,
RED LAKE. P0V 2M0
807-727-2531

Box 309,
SIOUX LOOKOUT. P0V 2T0
807-737-1140

North Central Region
439 James St. S., Box 5000,
THUNDER BAY F. P7C 5G6
807-475-1110

ATIKOKAN. P0T 1C0
807-597-2781

Box 280,
TERRACE BAY. P0T 2W0
807-825-3205

Box 670,
GERALDTON. P0T 1M0
807-854-1030

435 James St. S., Box 5000,
THUNDER BAY F. P7C 5G6
807-475-1471

Box 970,
NIPIGON. P0T 2J0
807-887-2120

200 Winnipeg St.,
WHITE RIVER. P0M 3G0
807-822-2250

Northern Region
140 Fourth Ave.,
Box 3000, COCHRANE. P0L 1C0
705-272-4287

Northern Region Sub-Office
60 Wilson St.,
TIMMINS. P4N 2S7
705-267-1401

34 Birch St.,
CHAPLEAU. P0M 1K0
705-864-1710

6 Government Rd.,
KAPUSKASING. P5N 2W4
705-335-6191

2 Third Ave., Box 730,
COCHRANE. P0L 1C0
705-272-4365

Box 190, MOOSONEE. P0L 1Y0
705-335-6191

GOGAMA. P0M 1W0
705-894-2000

Box 129, SWASTIKA. P0K 1T0
(KIRKLAND LAKE DIST.)
705-642-3222

Box 670, HEARST. P0L 1N0
705-362-4346

896 Riverside Dr.,
TIMMINS. P4N 3W2
705-264-1262

Northeastern Region
390 Bay St., Box 1900,
SAULT STE. MARIE. P6A 5N9
705-949-1780

Mining Recorders Office
75 Elgin St.,
SAULT STE. MARIE. P6A 2B4
705-254-6884

 REGIONAL & DISTRICT OFFICES

Forest Research
875 Queen St. E.,
SAULT STE. MARIE. P6A 2B4
705-949-9461

Forest Research South Baymouth
R.R. #1, TEHKUMMAH. P0P 1G1
705-859-3137

Northeastern Region Sub-Office
174 Douglas St. W.,
SUDBURY. P3B 2E5
705-673-1111

Mines Engineering Br. &
Geological Br.
1112 Kingsway, SUDBURY. P3B 2E5
705-566-2210 & 566-2580

62 Queen St.,
BLIND RIVER. P0R 1B0
705-356-2244

Box 1340,
ESPANOLA. P0P 1C0
705-869-1330

Box 3070,
NORTH BAY. P1B 8K7
705-474-5550

69 Church St.,
SAULT STE. MARIE. P6A 5L5
705-949-1231

174 Douglas St. W.,
SUDBURY. P3E 1G1
705-673-1111

Box 38,
TEMAGAMI. P0H 1G1
705-569-3622

22 Mission Rd.,
WAWA. P0S 1K0
705-856-2396

Algonquin Region
Brendale Square, Box 9000
HUNTSVILLE. P0A 1K0
705-789-9611

Leslie M. Frost
Natural Resources Centre
DORSET. P0A 1E0
705-766-2451

Construction Depot
Box 1119, HUNTSVILLE.
P0A 1K0
705-789-4471

Box 500,
BANCROFT. K0L 1C0
613-332-3940

MINDEN K0M 2K0
705-286-1521

Riverside Drive, Box 220,
PEMBROKE. K8A 6X4
613-732-3661

Algonquin Park Dist.
WHITNEY. L0J 2M0
705-637-2780

REGIONAL & DISTRICT OFFICES

4 Miller St.,
PARRY SOUND. P2A 1S8
705-746-2141

REGIONAL & DISTRICT OFFICES

Box 1138,
BRACEBRIDGE. P0B 1C0
705-645-5244

Eastern Region
Prov. Gov't. Bldg.,
South Boundary Rd.,
KEMPTVILLE. K0G 1J0
613-258-3413

101 Water St. W.,
BROCKVILLE. K6V 5Y8
613-342-8524

NAPANEE. K0K 2R0
613-354-3389

40 50th St. W.,
CORNWALL. K6H 5V7
613-933-1774

Ottawa Dist.
RAMSAVVILLE. K0A 2Y0
613-822-2525

Box 239,
LANARK. K0G 1K0
613-259-2108

Metcalf St.,
TWEED. K0K 3J0
613-478-2330

Central Region
10670 Yonge St.,
RICHMOND HILL. L4C 3C9
416-884-9203

R.R. #1 Beaverdale Rd.,
CAMBRIDGE. N3C 2V3
519-658-9356

MAPLE. L0J 1E0
416-832-2261

Niagara Dist.
Hwy. 20, Box 1070
FONTHILL. L0S 1E0
416-892-2656

Huronia Dist.
MIDHURST. L0L 1S8
519-728-2900

Ont. Gov't. Bldg.,
322 Kent St. W.,
LINDSAY. K9V 2Z9
705-324-6121

Southwestern Region
1106 Dearness Dr.,
LONDON. N6E 1N9
519-681-5350

353 Talbot St. W.,
AYLMER. N5H 1S8
519-773-9241

645 Norfolk St. N.,
SIMCOE. N3Y 3R2
519-426-7650

Kent County Municipal Bldg.,
435 Grand Ave. W.,
CHATHAM. N7M 5L8
519-354-7340

Box 490, Highway 4 S.,
WINGHAM. N0G 2W0
519-357-3131

611-9th Ave. E.,
OWEN SOUND. N4K 3E4
519-376-3860

NORTHERN AFFAIRS BRANCH

NORTHERN AFFAIRS OFFICES

NORTHERN AFFAIRS OFFICES

Northeastern Region
15 Frood Rd.,
SUDBURY P3C 4Y9
807-675-1178

13 Lawton St.,
BLIND RIVER. P0R 1B0
807-356-2226

114 Ontario St.,
ELLIOT LAKE. P5A 1Y2
705-848-7133

100 Tudhope St.,
ESPANOLA. P0P 1C0
705-869-1532

Wagg's General Store,
Main St.,
MINDEMOYA.
705-377-5396

267 Main St. W.,
NORTH BAY. P1B 2T8
705-472-3911

444 Queen St. E.,
P6A 1Z7
SAULT STE. MARIE. P6A 1Z7
705-254-6623

191 Main St.,
STURGEON FALLS. P0H 2G0
705-753-2900

15 Frood Rd.,
SUDBURY. P3C 4Y9
705-675-1176

55 Broadway Ave.,
WAWA. P0S 1K0
705-856-2354

Northwestern Region &
North Central Region
140 South May St.,
THUNDER BAY F. P7E 1B3
807-475-1425

123 Marks St.,
ATIKOKAN. P0T 1C0
807-597-2701

7 King St.,
DRYDEN. P8N 1B2
807-223-5231

333 Church St.,
FORT FRANCES. P9A 1J4
807-274-5329

103 Main St.,
GERALDTON. P0T 1M0
807-854-0266

Court House
KENORA. P9N 3X1
807-468-5548

Peninsula Bldg.,
MARATHON. P0T 2E0
807-229-1153

242 Howey St.,
RED LAKE. P0V 2M0
807-727-2870

2nd Flr. Prov. Bldg.,
SIOUX LOOKOUT. P0V 2T0
807-737-1318

140 South May St.,
THUNDER BAY F. P7E 1B3
807-475-1425

NORTHERN AFFAIRS OFFICES

NORTHERN AFFAIRS OFFICES

Northern Region
60 Wilson Ave.,
TIMMINS. P4V 2S7
705-267-1401

161 Sixth Ave.,
COCHRANE. P0L 1C0
705-272-4274

Model City Mall
KAPUSKASING. P5N 1V1
705-335-6008

32A Prospect Ave.,
KIRKLAND LAKE. P2N 3K1
705-567-3291

Ont. Gov't. Bldg.,
MOOSONEE. P0L 1Y0
705-336-2991

49 Armstrong St.,
NEW LISKEARD. P0J 1P0
705-647-7391

60 Wilson Ave.,
TIMMINS. P4N 2S7
705-267-1401

MINISTRY OF REVENUE
ASSESSMENT DIVISION

AREA & REGIONAL OFFICES

AREA & REGIONAL OFFICES

Eastern Ontario Area Office
244 Rideau St., OTTAWA. K1N 5Y3
613-232-9673

Prescott & Russell-Stormont,
Dundas & Glengarry
132 Second St. E.,
CORNWALL.
613-933-7100

Lanark-Leeds & Grenville
95 Parkdale Ave.,
BROCKVILLE. K6V 5V8
613-342-8242

Ottawa-Carleton
1729 Bank St.,
OTTAWA. K1G 3S5
613-731-2620

Renfrew
24 Pembroke St. W.,
PEMBROKE. K8A 5M3
613-735-0181

Frontenac-Lennox & Addington
1055 Princess St.,
KINGSTON. K7L 4Y8
613-546-3801

Hastings-Prince Edward
80 Division St.,
TRENTON. K8V 5R9
613-392-2501

Haliburton-Peterborough-Victoria
33 Lindsay St. S.,
LINDSAY. K9V 4S1
705-324-9121

Northumberland & Durham
P.O. Box 290,
COBOURG. K9A 4K8
416-373-2258

Central Ontario Area Office
2450 Victoria Park Ave.,
WILLOWDALE. Toronto. M2J 4A1
416-491-0836

City of Toronto
2221 Yonge St.,
TORONTO. M4S 2B4
416-486-6300

York
460 Oak St.,
NEWMARKET. L3Y 3X6
416-920-2372

AREA & REGIONAL OFFICES

North York
55 Doncaster Ave.,
THORNHILL. L3T 1L7
416-889-9503

Scarborough-East York
7 Overlea Blvd.,
TORONTO. M4H 1A8
416-423-1240

Etobicoke-York
4 Eva Rd.,
ETOBICOKE. M9C 2A8
416-621-9400

Ontario
605 Rossland Rd. E.,
WHITBY. L1N 5S1
416-668-9351

AREA & REGIONAL OFFICES

Halton-Peel
55 City Centre Dr.,
MISSISSAUGA. L5B 2C8
416-270-8050

Simcoe
109 Ferris Lane,
BARRIE. L4M 2Y1
705-728-2270

Muskoka
Pine St., BRACEBRIDGE. P0B 1C0
705-645-5204

Western Ontario Area Office
14 Holiday Inn Dr.,
BRANTFORD. N3T 5N9
519-759-2176

Niagara
43 Church St.,
ST. CATHARINES. L2R 7A7
416-688-0233

Wentworth
447 Main St. E.,
HAMILTON. I8N 1K1
416-528-8621

Brant-Haldimand-Norfolk
63 Charing Cross,
BRANTFORD. N3T 5T3
519-759-6310

Waterloo
150 Main St.,
CAMBRIDGE. N1R 1W3
519-623-5210

Dufferin-Wellington
286 Victoria Rd. N.,
GUELPH. N1E 5J3
519-821-7440

Elgin-Middlesex-Oxford
Treasure Island Plaza, R.R. #4,
LONDON. N6A 4B8
519-681-0050

Huron-Perth
57 Napier St.,
GODERICH. N7A 3Z2
519-524-7326

Bruce-Grey
345 Eighth St. E.,
OWEN SOUND. N4K 5R4
519-371-1121

Kent-Lambton
435 Grand Ave. W.,
CHATHAM. N7M 5L8
519-354-5460

Essex
880 Ouellette Ave.,
WINDSOR. N9A 1C7
519-254-3771

Northern Ontario Area Office
1349 Lasalle Blvd.,
SUDBURY. P3A 1Z2
705-560-1450

AREA & REGIONAL OFFICES

Nipissing-Parry Sound
1650 Harriet St.,
NORTH BAY. P1B 8H2
705-474-6150

Cochrane-Timiskaming
145 Wilson Ave.,
TIMMINS. Ont.
705-264-9455

Manitoulin-Sudbury
1177 Barrydowne Rd.,
SUDBURY. P3A 3V4
705-566-8200

AREA & REGIONAL OFFICES

Algoma
180 Brock St.,
SAULT STE. MARIE. P6A 3B7
705-949-3941

Kenora-Rainy River
115 Johnson Ave.,
THUNDER BAY. P7B 2V9
807-345-1221

RETAIL SALES TAX BRANCH

DISTRICT OFFICES

208 Dundas St. E.,
BELLEVILLE.
613-962-9108

361 King St. W.,
HAMILTON.
416-528-8393

824 King St. W.,
KITCHENER.
519-744-6318

1472 Dundas St. E.,
LONDON.
519-451-3000

1500 Fisher St., Northgate Plaza
NORTH BAY.
705-474-4900

19 Front St. N.,
ORILLIA.
705-326-3519

DISTRICT OFFICES

Hampton Park Plaza
1419 Carling Ave.,
OTTAWA.
613-728-5887

1536 Lasalle Blvd.,
SUDBURY.
705-674-3151

Ont. Gov't. Bldg.,
435 James St. S.,
THUNDER BAY.
807-475-1681

85 Eglinton Ave. E.,
TORONTO.
416-487-7161

76 Division St.,
WELLAND.
416-688-1360

374 Ouellette Ave.,
WINDSOR.
519-252-4405

MINISTRY OF THE SOLICITOR GENERAL

ONTARIO PROVINCIAL POLICE DISTRICT HEADQUARTERS

District No. 1
Box 990, 317 Queen St.,
CHATHAM. N7M 5L6
519-352-1122

District No. 2
Box 3143, 823 Exeter Rd.,
LONDON. N6A 4J4
519-681-0300

District No. 3
Box 5021, 1160 North Shore Blvd. E.,
BURLINGTON. L7R 3Y8
416-528-0666

District No. 4
Box 358, 5345 Stanley Ave.,
NIAGARA FALLS. L2E 6T8
416-356-1311

District No. 5
Box 327, Hwy. 401 & Keele St.,
DOWNSVIEW. M3M 3A6
416-248-3151

District No. 6
630 Main St. N.,
MOUNT FOREST. N0G 2L0
519-323-3130

District No. 7
Box 550, 20 Rose St.,
BARRIE. L4M 4T7
705-726-6482

District No. 8
Box 477, Hwy. 7,
PETERBOROUGH. K9J 6Z6
705-742-0401

District No. 9
Box 148, 400 North Front St.,
BELLEVILLE. K8N 4Z9
613-968-6495

District No. 10
Box 160, 75 Dufferin St.,
PERTH. K7H 3E3
613-267-2626

District No. 11
Box 430, Mille Roches Rd.,
LONG SAULT. K0C 1P0
613-534-2223

District No. 12
Box 685, Cor. Chippewa & Rose Ave.,
NORTH BAY. P1B 8J8
705-472-4343

District No. 13
Box 666, 20 Yonge St. S.,
SUDBURY. P3E 4R6
705-675-1361

District No. 14
Box 399, 740 Great Northern Rd.,
SAULT STE. MARIE. P6A 5M1
705-524-1415

District No. 15
Box 700, Hwy. 101,
SOUTH PORCUPINE. P0N 1H0
705-235-3345

District No. 16
Box 1080, 489 N. Algoma St.,
THUNDER BAY. P7B 5G5
807-344-8421

District No. 17
Box 1080, 222 Water St.,
KENORA. P9N 3X7
807-468-8971

MINISTRY OF TRANSPORTATION & COMMUNICATIONS

REGIONAL OFFICES

Central Region**
3501 Dufferin St.,
DOWNSVIEW. TORONTO
416-248-3458

Central Region*
Ferguson Block, Queen's Park
TORONTO. M7A 1A2
416-965-1511

DISTRICT OFFICES

District 21*
Ferguson Block, Queen's Park
TORONTO. M7A 1A2
416-965-1511

District 22*
2520 Dixie Rd. S.,
MISSISSAUGA.
416-279-5305

District 23*
370 Kenora Ave.,
Box 3959, Stn. C
HAMILTON. L8H 7P2
416-561-5921

REGIONAL OFFICES	DISTRICT OFFICES
Southwestern Region*** 659 Exeter Rd., P.O. Box 6338 LONDON. N5V 2Z1 519-681-1441	District 31* 659 Exeter Rd., P.O. Box 6338 LONDON. N5V 2Z1 519-681-1441 District 32* 2090 Wyandotte Ave. E., WINDSOR. N8Y 1E6 519-258-8312 District 33* 449 Belmont Ave. W., KITCHENER. N2M 1N2 519-744-6348
Eastern Region*** 355 Counter St., KINGSTON. K7K 3H9 613-544-2220	District 41* 355 Counter St., KINGSTON. K7K 3H9 613-544-2220 District 42* 1570 Walkley Rd., OTTAWA. K1V 6P5 613-731-1760
Northern Region*** 447 McKeown Ave., NORTH BAY. P1B 8L2 705-472-7900	District 51* McKeown Ave., NORTH BAY. P1B 8L2 705-472-7900 District 52* 70 Sixth Ave., TIMMINS. 704-264-7175 District 53* 370 Lake St., SAULT STE. MARIE. 705-254-4365

REGIONAL OFFICES

Northwestern Region***
801 West Walsh St., Box 1177,
THUNDER BAY. P7C 4X9
705-577-6451

DISTRICT OFFICES

Area 61*
801 West Walsh St., Box 1177,
THUNDER BAY. P7C 4X9
705-577-5745

Area 62*
225 Matheson St., Box 85
KENORA. P9N 3X1
807-468-9715

DRYDEN Office*
10 Earl St., P8N 1X3
807-223-4120

FORT FRANCES Office*
621 Mowatt Ave., Box 536, P9A 3M8
807-274-6623

Legend:

* – Drivers & Vehicles Admin. only
** – General Admin. only
*** – Drivers & Vehicles Admin. & General Admin.

MINISTRY OF TRANSPORTATION & COMMUNICATIONS

DISTRICT ENGINEERS

District 1
P.O. Box 910 - 60 Keil Drive,
CHATHAM.
519-354-1400

District 2
P.O. Box 6008 - 659 Exeter Rd.,
LONDON.
519-681-1441

District 3
P.O. Box 8 - Huron St.,
STRATFORD.
519-271-3550

District 4
P.O. Box 5020 - 1182 North Shore Blvd.
BURLINGTON.
416-637-5625

District 5
P.O. Box 520 - 1450 Seventh Ave. E.,
OWEN SOUND.
519-376-7350

DISTRICT ENGINEERS

District 6
1201 Wilson Ave., Downsview
TORONTO.
416-248-3335

District 7
P.O. Box 150 - 138 Hope St. N.,
PORT HOPE.
416-885-6381

District 8
P.O. Box 4000 - 355 Counter St.,
KINGSTON.
613-544-2220

District 9
530 Tremblay Rd.,
OTTAWA.
613-745-6841

District 10
P.O. Box 300 - 64 Monck Rd.,
BANCROFT.
613-332-3220

DISTRICT ENGINEERS

District 11
207 Main St. W.,
HUNTSVILLE.
705-789-2931

District 13
P.O. Box 3030 - McKeown Ave.,
NORTH BAY.
705-472-7900

District 14
P.O. Box 1390 - Whitewood Ave.,
NEW LISKEARD.
705-647-6761

District 16
P.O. Box 820 - 50 Third Ave.,
COCHRANE.
705-272-4333

DISTRICT ENGINEERS

District 17
P.O. Box 7000, Stn. A
SUDBURY.
705-522-9380

District 18
P.O. Box 500 - MacDougall St.,
SAULT STE. MARIE.
705-256-5682

District 19
P.O. Box 96 - 801 West Walsh St.,
THUNDER BAY.
807-577-6451

District 20
P.O. Box 1070 - 808 Robertson St.,
KENORA.
807-468-6494

MINISTRY OF TREASURY, ECONOMICS & INTERGOVERNMENTAL AFFAIRS

REGIONAL OFFICES

Central Ontario Regional Office
2nd Floor, 47 Sheppard Avenue East,
TORONTO.
416-226-6578

Eastern Ontario Regional Office
244 Rideau St.,
OTTAWA.
613-232-9446

Northeastern Ontario Regional Office
1349 Lasalle Blvd.,
SUDBURY.
705-566-0901

REGIONAL OFFICES

Northwestern Ontario Regional Office
435 James St. South,
P.O. Box 5000,
THUNDER BAY.
807-475-1621

Southwestern Ontario Regional Office
495 Richmond St., 7th Floor,
LONDON.
519-438-7255

(5) 265
2528 GA